

**MENTOR PROGRAM**  
**MISSOURI MUNICIPAL AND ASSOCIATE CIRCUIT JUDGES ASSOCIATION**

**PURPOSE**

**Purpose:** The purpose of the Mentor Program is to provide the opportunity for any member of the Association to call upon, by telephone or letter, one of the judges who have agreed to be a mentor, about any particular issue, question or problem that concerns Missouri courts. The program is designed to foster communication between judges, to encourage the exchange of information, and to make use of the experience and wisdom many of our members possess.

**GUIDELINES & PROCEDURES**

1. Experienced judges willing to answer an occasional letter or phone call from another judge are encouraged to volunteer for the Mentor Program. A mentor must have worked for at least 5 years as a judge in this state. Retired judges with the same experience are encouraged to volunteer.

2. Mentors will be organized geographically, according to Districts. Participants will be assigned to a particular mentor based on geography; however, any judge wishing to participate may request a particular mentor. Any judge may seek assistance from any mentor who has signed up for the program.

3. As agreed between the mentor and participating judge, the mentor and participating judge are encouraged (but not required) to visit and observe the courtroom procedures of the other judge.

4. Questions posed by the participating judge to the mentor judge will be held in confidence. Correspondence between the judges may be destroyed after its use.

**5. Mentors are encouraged to categorize the types of questions they receive for purposes of inclusion of a frequently asked question handout for next year's conference. Mentors will be asked to summarize yearly the types of questions most frequently asked of them for purposes of including in the handouts, but the name of the participating judges should not be disclosed.**

**6. The volunteer period will begin on June 1 of each year and after a period of two years on May 31. A mentor may serve multiple terms.**

**7. If a mentor cannot answer the question posed by a member, the member may refer the question to any other mentor to assist the inquiring judge.**

**8. The mentors are requested to meet informally at the Annual Conference to exchange ideas on how to improve the program for the following year, and to sign up for the mentor program for subsequent years.**

**9. All new judges and new members of the Association shall be sent a copy of the enrollment form and guidelines by the Executive Secretary. The Board of Directors encourages participation by all judges in the Mentor Program.**

**MENTOR PROGRAM  
ENROLLMENT**

I have read and understand the mentor guidelines and procedures. I request to participate in the program as a *Mentor* or *Participating Judge* (circle one). Unless a specific individual is requested, a mentor will be assigned based on geography. I request the following mentor (or participating judge): \_\_\_\_\_

---

---

---

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Name (please print)**

\_\_\_\_\_  
**Mailing Address**

\_\_\_\_\_  
**City, State and Zip Code**

( ) \_\_\_\_\_  
**Telephone**