

Executive Order 2004-01
Establishing the Governor's Mentoring Initiative

WHEREAS, Arizona's youth can benefit from positive adult relationships in their lives to enhance their educational and personal development; and

WHEREAS, mentoring has proven to be an effective means of supporting the positive development of youth; and

WHEREAS, young people who are mentored feel more competent about their ability to do well in school, report more positive relationships with friends and parents, and have better attitudes toward school, the future, their family and their communities; and

WHEREAS, in a nationwide study youth with mentors were shown to be: 46% less likely to begin using illegal drugs, 27% less likely to begin using alcohol; 37% less likely to skip a class; 53% less likely to skip school; and 33% less likely to hit someone; and

WHEREAS, Arizona's 62,000 state employees can act as critical resources throughout the State to mentor to youth in their communities; and

WHEREAS, quality mentoring relationships are built on a commitment of at least one hour per week; and

WHEREAS, 28 states already support statewide mentoring programs;

NOW, THEREFORE, I, Janet Napolitano, Governor of the State of Arizona, by virtue of the authority vested in me by the Constitution and laws of this state, hereby create the Governor's Mentoring Initiative, and encourage state employees to volunteer as mentors to school-aged youth in their community through one hour of flex time per week.

I hereby further order as follows:

1. The Governor's Mentoring Initiative shall offer eligible State of Arizona employees up to one hour of flex time per week, not to exceed five hours per calendar month, to participate in the following voluntary activities to support mentoring, education and youth development in Arizona:
 - Mentoring
 - Tutoring
 - Reading/literacy activities
 - Guest speaking to classrooms of school-aged youth
2. Flex time allows an employee to alter their typical work schedule to accommodate activities outside of work. Flex time must be made up within the same work week that it is taken. Flex time is unpaid, cannot be accrued, and does not count toward overtime hours. The hour of flex time will include travel time to and from the site

where the employee will mentor. However, the hour of flex time can be combined with an employee's lunch hour or can be used at the end of the employee's work day in order to maximize the employee's time spent mentoring. Any volunteer time in excess of one hour per week must be performed during the employee's personal time.

3. This Initiative shall be available to all state employees whose jobs are compatible with allowing flex time. In granting approval for flex time pursuant to this Initiative, supervisors shall take into consideration the impact of such leave on the employee's work. Flex time may not be an option for some employees depending upon the nature of their work. Employees must receive approval from their agency head or supervisor prior to commencing service.
4. State employees interested in becoming involved in the Governor's Mentoring Initiative should contact the Governor's Office for Children, Youth and Families or their agency head or supervisor. The Governor's Office for Children, Youth and Families shall prepare an application form for interested state employees to complete. This form shall be submitted to the Governor's Office for Children, Youth and Families prior to the employee commencing service.
5. The Governor's Office for Children, Youth and Families shall track the number of state employees who volunteer pursuant to this Initiative; provided, however, that neither the Governor's Office for Children, Youth and Families nor any other agency of state government shall be responsible for placing volunteers. Rather, placement of volunteers shall be the sole responsibility of each organization that uses volunteer mentors pursuant to this Initiative.
6. State employees should exercise common sense in evaluating the entities for whom they volunteer pursuant to this Initiative, and may not volunteer for any organization whose interests conflict with those of the State of Arizona or the employee's agency or division.
7. Any costs associated with mentoring, including any fingerprinting or background checks, shall be paid by the individual volunteer or by the organization for which the individual is volunteering.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Arizona.

GOVERNOR

DONE at the Capital in Phoenix this fifteenth day of January in the Year Two Thousand and Four and of the

Independence of the United States of America the Two
Hundred and Twenty-Seventh.

ATTEST:

SECRETARY OF STATE