**Become a Louisiana Jump Start Micro-Enterprise Credential Mentor**

(Updated June 12, 2017)

***Nepris is seeking mentors willing to spend as little as one hour a semester to help Louisiana students earn their Micro-Enterprise Credential.***

Louisiana requires public high school students who seek to graduate with a Jump Start Career Diploma to earn one or more industry-based credentials (IBCs).

There are 47 Jump Start graduation pathways, representing a broad variety of career opportunities. Each pathway requires students to attain one or more relevant IBCs.

The Jump Start graduation pathway for students interested in entrepreneurship and small business success is the Micro-Enterprise pathway.

The Micro-Enterprise Credential provides students of all abilities and interests with the workplace behaviors and communication skills they need to be effective small business employees and (one day) small business owners/entrepreneurs.

One of the five modules that a student must complete to earn the Micro-Enterprise Credential is a Self-Assessment Presentation to an unfamiliar workplace adult (see next page).

Micro-Enterprise Credential mentors can have a transformational positive impact on students seeking this IBC, with a limited, easy-to-schedule time commitment.

It is *easy* to be a Micro-Enterprise Credential mentor:

* sign up for virtual or live Micro-Enterprise Credential mentor training;
* review the attached documents;
* indicate you are available to serve as a Micro-Enterprise Credential mentor.

Louisiana teachers will contact you via Nepris to serve as a mentor to one or more students seeking their Micro-Enterprise Credential. You will listen to the Self-Assessment Presentations of these students and provide feedback by completing and emailing back to the teacher the Student Presentation Checklist (see last page). Some teachers may also ask you to make a presentation to their entire class.

Thank you in advance for considering being a Jump Start mentor.

**Micro-Enterprise Credential Overview**

The Micro-Enterprise Credential provides students of all abilities and interests with the workplace behaviors and communication skills they need to be effective small business employees and (one day) small business owners/entrepreneurs.

Students must complete five modules to attain the Micro-Enterprise Credential.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| 1 Self-Assessment | Behaviors and skills that lead to business and life success

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Determination, Self-Motivation, Self-Discipline and Grit | Problem Solving and Teamwork | Communication Skills, Comfort Engaging with Strangers | Financial and Computer Literacy | Personal Capabilities and Support Systems |

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| 2 Self-Assessment Presentation |
| 3a Key Financial Concepts | Learning the financial concepts essential to the success of every small business and start-up |
| 3b Credit Applications | Completing bank and online credit applications that small business owners and entrepreneurs need to master |
| 4 Company Registration | Using the *geaux*BIZ student portal to complete actual company registration forms |
| 5 Micro-Enterprise Credential Exam | Demonstrating mastery of the skills necessary to be a successful small business employee and owner/entrepreneur |

The Micro-Enterprise Credential emphasizes the development of each student’s writing and verbal communication skills . . . practical skills like the completion of credit applications and actual company registration documents . . . and mastery of key financial concepts.

Students who graduate with the Micro-Enterprise Credential will enter the workplace prepared to succeed in entry-level jobs, with the academic foundation necessary to continue their education in a community or technical college.

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| **Micro-Enterprise Mentor: Student Presentation Checklist** |
| Student |  | Date |  | Length of Presentation (minutes) |  |
| Mentor |  | Mentor Email |  |

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| Please indicate Yes or No for each criterion below and return this one-pager to the teacher when the presentation is over. Please also provide any additional feedback or guidance you think will benefit the student.  |
| **The student presentation covered four required topics:**  | **Yes** | **No** |
| 1. How one or more of the behaviors, skills or capabilities are used in his/her personal life, school, or work:
 |
| * Determination, Self-Motivation, Self-Discipline and Grit
 |  |  |
| * Problem Solving and Teamwork
 |  |  |
| * Communication Skills, Comfort Engaging with Strangers
 |  |  |
| * Financial and Computer Literacy
 |  |  |
| * Personal Capabilities and Support Systems
 |  |  |
| 1. His/her Self-Assessment results:
 |
| * Strengths
 |  |  |
| * Areas for Improvement (plus steps he/she will take to improve)
 |  |  |
| 1. Overall lesson learned from completing his/her Self-Assessment
 |  |  |
| 1. Career interest(s) and initial thoughts on he/she will achieve personal career goals
 |  |  |
|  **The student made an honest effort at self-reflection** |  |  |
| **The student asked at least one engaging question***ex. regarding the mentor’s industry, industry employment requirements, company or career path, and/or asked the mentor’s opinion*  |  |  |
|  **The student demonstrated appropriate:**  |  |  |
| 1. Eye contact
 |  |  |
| 1. Voice volume and clarity of speech
 |  |  |
| 1. Use of notes, handouts, and/or presentation
 |  |  |
| 1. Body language
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| **Mentor Feedback for Student** (please include any additional comments, suggestions or guidance) |
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