

Clayton Chamber of Commerce Students to Entrepreneurs Program (STEP) Commitment Form



Student Name:	Student Telephone #:
Career Development Coordinator:	High School:
Mentor Name:	Mentor Telephone #:
Parent/Guardian Name:	Parent/Guardian Telephone #:

The Students to Entrepreneurs Program (STEP) is a program designed to afford sophomore and junior high school budding entrepreneurs the opportunity to participate in a program to bridge the gap between traditional classroom learning and practical application with real world experiences. This is an experiential learning program instilling entrepreneurial and economic principles while connecting high school students with established business leaders.

The training will be in accordance with the responsibilities outlined below as agreed upon by the student, parent(s), Career Development Coordinator, and mentor.

Program Outcomes

- 10 students will be selected from Clayton High, Corinth Holders High, and Cleveland High Schools.
- Selected students will spend the Spring Semester and the Summer (January through August) developing and refining their business concept with the help of a business mentor that will meet with the student individually each month.
- A business concept can include a product, service, idea, etc.
- Participants selected will present their concept in a pitch competition judged by a panel of local leaders and business owners in September of 2022.
- The judges will select a 1st, 2nd, and 3rd place winner, all of which will be awarded cash prizes to help the student continue launching their concept!
- Participants will also display their concepts at the Harvest Festival and be voted on by the public to have an opportunity to win the People's Choice Award.
- 1st place winner will continue to be mentored as needed for one year following the program.

The Student agrees to:

- Have a pre-determined business concept. This can include a product(s) offering, service, idea/experience based business, etc.
- Be available for the full length of the program: January - October (with the bulk of the development being completed during the first six months of the program). Time commitment for students will be 10-15 hours a month.
- Be able to commit to meeting monthly with your mentor for mentoring sessions, as well as continue developing your business concept on your own in between meetings with your mentor.
- Set project benchmarks and goals to achieve throughout the program.
- Be open, responsive and communicative with your mentor.
- Be prepared to present your business plan to a panel of judges (think "Shark Tank Style") on the Project Pitch Night and at the STEP Showcase at the Harvest Festival.
- Behave in a responsible, ethical manner with honesty and integrity.
- Be regular in attendance and on time to mentor meetings, giving school requirements priority over mentor-related tasks.
- Notify the mentor no later than two hours before the reporting time, if unable to report.
- Conform to all rules and regulations of the mentor meeting site, including company dress code, conduct, and safety protocols.
- Abide by all Johnston County Public Schools' policies and procedures.

The Career Development Coordinator agrees to:

- Be a point of contact for the student for advisement and career counseling.
- Be a point of contact between the Clayton Chamber of Commerce and the mentor/student/parent.

The Parents agree to:

- Provide transportation for the student to and from the mentor training site.
- Encourage the student to complete all requirements of STEP.
- Report any concerns regarding the mentorship experience to the Clayton Chamber of Commerce and/or Career Development Coordinator.
- Allow the student to submit to criminal background check, drug screening, and/or other screening/testing, if required by the mentor or training site.

The Mentor agrees to:

- Fill out a volunteer mentor application (first) then apply for and obtain the level 2 approval status as a Johnston County Schools volunteer (requires background check). This must be renewed annually.
- Keep steady and consistent communication with the students in order to help them keep their business development process on track (at least once a month one-on-one meetings, plus additional meetings as needed). Time commitment for Mentors is 8-12 hours a month.
- Commit to maintain the mentoring relationship until the end of the program and on an as needed basis following the program.
- Agree to remain positive and focused while helping the student work towards their goals.
- Provide a challenging learning environment for the student.
- Confer with student to provide feedback on strengths and areas to be improved.
- Notify the Career Development Coordinator if problems arise that could result in the student being removed from the experience.

COVID-19 Recognition of Risk: All parties, (students, guardians, and mentors) recognize the risks associated with the COVID-19 pandemic and understand participation in this program is voluntary and not required by Johnston County Public Schools. All parties are entering into the agreement acknowledging the risk and absolving Johnston County Public Schools of any liability related to COVID-19 infection. Students will adhere to the mentor sponsor's COVID-19 risk management and safety policies for employees, which could include a mask or vaccination mandate. Mentor sponsors will adhere to the Centers for Disease Control guidelines and industry standards for reducing the risk of infection.

Student Intern Signature Date

Business Sponsor Signature Date

Career Development Coordinator or CTE Teacher Signature Date

Parent/Guardian Signature Date

