

## **MENTORING PROGRAM JOB DESCRIPTION**

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| <b>Volunteer Category:</b>   | Mentor  |
| <b>Commitment Time:</b>      | Minimum of six-month commitment with at least four hours of contact per month.  |
| <b>Areas of Involvement:</b> | Commitment to developing a supportive relationship with one program participant (adolescent) so as to promote self-esteem and social responsibility in youth. |

### **Qualifications:**

- Sincere desire to be personally involved with another person to help him or her achieve personal goals;
- Ability to communicate with youth openly and nonjudgmental;
- Strong listening skills;
- Ability to establish a relationship based on equal responsibility and respect;
- Interest in needs and concerns of persons with barriers to personal success;
- Practical problem-solving skills and ability to suggest options and alternatives;
- Sensitivity to persons of different educational, economic, cultural or racial backgrounds.

### **Responsibilities:**

- Make a minimum six-month commitment to developing and maintaining a mentor relationship with a youth;
- Attend mentor orientation and training before meeting student;
- Meet with student on a regular basis to establish positive working relationship and to support them in their personal goals;
- Assist student in solving problems that interfere with their success at school or at home;
- Keep time logs and other information as requested by Mentoring Coordinator.