



## Mentor Position Description

Bridges Mentoring Program's mission is to strengthen the self-esteem and social skills of children and youth by providing positive mentoring relationships to youth at no cost to them. Involvement in the program will assist youth and family members in developing trusting relationships, improving their personal relationships and increasing their sense of self-worth.

### Mentor Role:

- Take the lead in supporting a young person through an ongoing, one-to-one relationship
- Serve as a positive role model and friend by displaying responsibility, honesty, integrity, a positive attitude and respect for others and the law
- Establish and build a positive relationship by planning and participating in activities together
- Strive for mutual respect
- Help the mentee to build self-esteem, motivation, and develop life skills
- Help set goals and work toward accomplishing them
- Assist the mentee/family in obtaining additional resources
- Is responsible for setting times and dates of meetings with the mentee

### Benefits:

- Personal fulfillment through contribution to the community and individuals
- Satisfaction in helping someone mature, progress, and achieve goals
- Personal ongoing support, supervision to help the match succeed
- Mentee/mentor group activities, complimentary tickets to community events, participant recognition events
- Mileage and expenses are tax deductible
- Volunteers are included under the Osage Community Daycare's liability coverage while acting within the scope of their assigned mentoring duties. However, they are not covered by Osage Community Daycare or Bridges Mentoring for automobile accidents that might occur while performing volunteer duties.

### Time Commitment:

- Spend a minimum of one hour per week (four hours per month) one-to-one with a mentee for a minimum of one year
- Attend an initial two-hour training session and additional training during each year of participation in the program
- Attend mentor/mentee group events and program recognition events
- The option to participate in fundraising efforts

### Participation Requirements:

- Be at least 18 years old
- Be interested in working with young people
- Be willing to adhere to all program policies and procedures
- Be willing to complete the application and screening process



- Be dependable, on time for scheduled appointments with mentee, and consistent in meeting the time commitments
  - Contact the mentee, or parent/guardian if you cannot make your scheduled time
- Attend mentor training sessions as prescribed
- Always maintain confidentiality in accordance with the established Bridges policy
- Be willing to communicate regularly with program staff, take constructive feedback regarding mentoring activities, and notify the Program Coordinator of any problems with the assigned match
- Notify the Program Coordinator of any personal changes in circumstances (e.g. moves, job changes, arrests, etc.)
- Complete monthly log sheets and turn them into the Program Coordinator
- Have access to an automobile, auto insurance, and a good driving record
- Have a clean criminal history
- No use of illicit drugs
- No use of alcohol or controlled substances in an inappropriate manner
- Not currently in treatment for substance abuse and have a non-addictive period of at least five years
- Not currently in treatment for a mental disorder or hospitalized for such in the past three years

### **Desirable Qualities:**

- Respect for individuals, their abilities and their right to make their own choices in life
- Willing listener and accepting of different points of view
- Ability to empathize with another person's struggles
- Encouraging and supportive
- Ability to see solutions and opportunities, as well as barriers
- Patient and flexible

### **Application and Screening Process:**

- Written volunteer application
- Driving record check
- Criminal history check: state, child abuse and neglect registry, sexual offender registry
  - **Note: Some of the program's best volunteers can be ex-offenders. Therefore, a prior criminal conviction does not automatically exclude an individual from volunteering in the program. Each background check is handled confidentially and on an individual basis; however, if you are currently active on probation or parole, and/or have a prior history of abuse of children, sexual or otherwise, conviction of any other crime in which children were involved, history of extreme violence or exploitative behavior, or termination from a paid or volunteer position caused by misconduct with a child, you will not be allowed to participate in the program.**
- Personal interview
- Provide three personal references
- Complete two-hour mentor training