Mentor Job Description

Mentoring is a structured and trusting relationship that brings young people together with caring individuals who offer guidance, support, and encouragement aimed at developing the competence and character of the mentee.

In Building Dreams, mentors are adult volunteers who, along with parents or caregivers, provide a young person with support, counsel, friendship, reinforcement, and constructive example. Mentors are good listeners, people who care, and people who want to help young people bring out strengths that are already there. Mentors are matched with eligible children in a one-on-one relationship.

Essential Function/Responsibilities

To be eligible to mentor, a volunteer must:

• Be willing to adhere to all Building Dreams Mentoring Program policies and procedures
• Agree to a one-year commitment to the program
• Commit to spending a minimum of four hours a month with the mentee
• Be willing to talk with the mentee at least weekly

• Be willing to communicate regularly with the site coordinator and submit monthly meeting and activity information
  ▪ Attend on-going trainings when needed or requested to do so by program staff.
  ▪ Complete evaluation surveys as requested by staff.

Qualifications

All volunteers must:

• Be at least 21 years of age. For children ages 6 to 9, mentors who are age 18 to 20 will be permitted.
• Submit an application and 3 forms of reference.
• Pass a criminal background check and a sex offender registry check.
• Have access to an automobile or reliable transportation
• Have a current driver’s license, auto insurance, and good driving record
• Participate in a pre-match training and other periodic training as required.