



Side by Side Program MENTOR "JOB" DESCRIPTION

Side by Side's Mission: *To move Participants from survival to sustainability by increasing informal assets through mentoring relationships.*

Qualifications:

- Someone who wants to develop supportive relationships with program Participants;
- Sincere desire to be personally involved with another person to help her achieve her personal and career goals;
- Ability to communicate with Participants openly and nonjudgmentally;
- Good listening skills;
- Concern for and acceptance of persons with internal and external barriers;
- Practical problem-solving skills and ability to suggest options and alternatives;
- Sensitivity to and respect for persons of different educational, economic, cultural or racial backgrounds; and
- Ability to adjust to changing situations; flexible outlook.

Mentor Role:

- Commit to developing and maintaining a mentoring relationship with a Participant;
- Reach out to and meet with Participant(s) on a regular basis to support them in reaching their Goals;
- Pledge to learn about Poverty and Social Capital;
- Assist Participant(s) in brainstorming solutions to challenges that relate to/could interfere with reaching their Goals (not doing *for*, but doing *with*);
- Notify Bridges Case Manager when concerns arise (not keeping weekly appointments, illegal activity, difficulties in your mentoring relationship).

Time Commitment:

- Make one-year initial commitment (can renew annually);
- Attend Monthly (entire) Group Meetings (~2 hrs/mo);
- Attend Bi-Monthly Mentors & Volunteers Support Meetings (includes an annual Mentor Orientation & Training/Retraining (~3 hrs each, six times/year).
- Participation in online (Facebook) Side by Side group and Mentors' group (~1-2 posts every-other week/as-needed);
- Communicate at least weekly with Participant(s), with the goal to spend at least one hour per month face-to-face with Participant(s) outside of Monthly Group Meeting;
- Submit monthly Mentor Reports to Bridges of Hope staff;
- Occasional other communication via email, social media & texting with Bridges of Hope staff and others.
- Annual commitment: approximately 30-35 hours in meetings, 9-10 hours texting/phone calls & using social media, 18-20 hours one-on-one with Participants, and 3-4 hours reporting & answering emails. (About one hour per week on average.)