



**Title:** Volunteer Mentor Role Description

**Reports to:** Scheme Manager

**Location:** North East Lincolnshire

### **Background**

Positive Links is a mentoring scheme offering a structured programme of 1:1 mentoring support for vulnerable young people through the help of dedicated volunteer mentors.

### **Aims and Objectives**

The scheme aims to increase community engagement and inclusion by providing vulnerable young people with structured mentoring to help improve their lives.

The young people we engage with are vulnerable for a variety of complex reasons and often suffer social exclusion. In some cases they are young offenders or individuals at risk of offending.

Our scheme aims to facilitate and help foster desirable and appropriate behaviors in our communities. What is important is that the young person experiences the support and encouragement of positive personal relationships through the mentoring process.

The objectives of the mentoring scheme is to help break down the barriers between vulnerable young people and the communities in which they live in by supporting them to work towards achieving goals in order to make positive changes to their lives.

It is a rewarding process which is extremely important to the young people, their families and the communities that they are part of.

## **The role of the volunteer mentor**

- Participate in induction and ongoing training
- Support the mentee to identify goals and action plan
- Help motivate the Mentee to achieve their goals
- Actively develop a supportive, professional relationship with Mentees
- Maintain and submit records for monitoring and tracking purposes
- Empower Mentees to make appropriate choices
- Agree and maintain boundaries within the relationship
- Plan and agree weekly meetings or regular support basis arrangements
- Attend and participate in supervision meetings, training and ongoing support sessions with the Project Manager/Scheme Coordinator
- Provide basic information and guidance on relevant issues or signpost to agency or professional support where appropriate
- Work at all times within the relevant operational policies including confidentiality, health and safety and safeguarding

## **Training and Support**

Mentors will be required to complete an Induction and training program before undertaking any mentoring activities. Additional training will be offered in relation to specific areas of mentee support where relevant.

## **Supervision**

The mentor will be required to attend regular supervisions with the scheme coordinator. These sessions are an important part of the mentoring process to enable the scheme to monitor the progress and development of the mentee and mentor and discuss any issues raised by the mentor.

## **Commitment**

It is hoped that the mentor will be able to meet regularly with their mentee - usually for 1-2 hours per week and will also be able to fulfill the approximate length of time to establish the relationship and work towards achieving the identified goals e.g. short term/long term.

**We are looking for volunteer mentors that we can potentially develop as well as those with relevant experience and qualifications.**

**Person Specification Volunteer Mentor**

- A= Application form I=Interview O=Observation T=Training

Factor	Essential	Desirable	Assessment
<b>Skills/Aptitude</b>	Able to communicate effectively with a variety of people		O/I/T
	Ability to relate to client group/young people		O/T
	Show enthusiasm and motivate client		I/O/T
	Commitment to personal development		
	Demonstrate good listening skills		I/O/T
	Be non- judgemental		O/T
	Reliable		O/T
	Able to form positive and effective relationships		O/T
	Flexibility		
	Patience		
Demonstrate commitment to policies and procedures			

<b>Experience</b>		<p>Previous experience of mentoring</p> <p>Working with client group</p>	<p>A/I</p> <p>A/I</p>
<b>knowledge</b>	Awareness/understanding of client group issues	Awareness of Health and Safety/Equal Opportunities/Safeguarding	A/I/T/O
<b>Other</b>	<p>Aged 18 or over</p> <p>Be able to attend regular supervision meetings/Training</p> <p>IT Literature</p> <p>Able to volunteer for 1-2 hours per week</p>		A/I