

# **Mentor Job Description**

The Bridge Youth & Family Services Mentor Program provides at-risk youth with the vital human connection and support they need to develop problem-solving, communication, and critical life skills.

#### **Mentor Role**

- Maintain a positive personal relationship
- Provide a positive role model
- o Build the relationship by planning and participating in weekly activities together
- Help develop life-management skills
- o Participate in setting goals and work toward accomplishing them
- Build self-esteem and motivation

### Requirements

- o Be 21 years old or older
- o Ability to pass thorough criminal background, driver's and reference checks
- o Agree to a one-year commitment
- Commit to participate in one-on-one activities as well as group activities
- Attend bi-monthly mentoring meetings
- o Be willing to adhere to the policies and principles of service to the youth of The Bridge
- Complete the screening process
- o Agree to attend mentor training as required
- Have a current driver's license, full coverage auto insurance if you plan to drive youth
- o Adhere to a smoke-free, drug-free, and alcohol-free policy when working with youth

#### **Desirable Qualities**

- o A sincere desire to mentor a young person
- Respect for young people
- Active listening skills
- Empathy
- Ability to see solutions and opportunities
- Flexibility

## **Screening Process**

- Complete a written application
- Submit three references
- o Participate in an in-depth interview with the Volunteer Manager
- Pass fingerprint criminal background, and driving record checks



# Mentor Volunteer Application

VOLUNTEER INFORMATION				
Name:				
Date of birth:	Last 4 digits of S	SSN:	Email:	
Current address:				
City:	State:		ZIP Code:	
Phone# (h)	Phone# (c)			
How long have you lived in the area?				
EMPLOYMENT INFORMATION				
Current employer:				
Employer address:			How long?	
Phone: E-mail:			Fax:	
City:	State:		ZIP Code:	
Previous work experience:				
VOLUNTEER EXPERIENCE, INTERESTS and SKILLS				
Previous volunteer experience, if any:				
Describe any specialized experience with youth, if any:				
Interests and hobbies:				
Special training, for example art, music, crafts, etc.				
Foreign language skills: 🗌 speak	☐ read ☐ wri	te	Language:	
3 PERSONAL REFERENCES (NON-RELATIVE)				
REFERENCE #1				
Name:	Relationship:		Phone:	
Current address:				
City: State:			ZIP Code:	
REFERENCE #2				
Name: Relationship:			Phone:	
Current address:				
City: State:			ZIP Code:	
REFERENCE #3				
Name:	Relationship:		Phone:	
Current address:				
City:	State:		ZIP Code:	
PERSON TO NOTIFY IN CASE OF EMERGENCY				
Name: Relationship:			Phone:	
ADDITIONAL INFORMATION				
Do you have a valid driver's license? ☐ Yes ☐ Do you have a car? ☐ Yes ☐ No				
Do you have any medical limitations? $\square$ Yes $\square$ No $\square$ If yes, please explain.				
Have you ever been or are you currently in recovery for alcohol or drug abuse?   Yes No If yes, please explain here and request the Consent to Release of Confidential Information from the program coordinator.				
Signature:		Date:		
Jignatule.		Date.		