



# NEIGHBORHOOD MINISTRIES

## **Mentor Job Description**

Updated May 2, 2016

Mentoring Youth for Leadership Program of Neighborhood Ministries helps underserved youth realize their personal worth and potential and impact their communities for good. The mentoring program uses adult volunteers to commit to supporting, guiding, and being a trusted adult friend to a young person for a period of at least one year. By becoming part of the social network of adults and community members who care about the youth, the mentor can help youth develop and reach positive academic, career, and personal goals.

### **Mentor Role**

1. Take the lead in supporting a young person through an ongoing, one-to-one relationship
2. Serve as a positive role model and trusted adult friend
3. Build the relationship by planning and participating in activities together
4. Strive for mutual respect
5. Build self-esteem and motivation
6. Help set goals and work toward accomplishing them

### **Time Commitment**

1. Make a one-year commitment
2. Spend a minimum of eight hours per month one-to-one with a mentee (2hrs/week)
3. Communicate with the mentee weekly
4. Attend the Initial Mentor Training session and additional follow up training sessions when available
5. Attend optional mentor/mentee group events, mentor support groups, and program recognition events

### **Participation Requirements**

1. Be at least 18 years old
2. Reside in Phoenix metro area
3. Be interested in working with young people
4. Be willing to adhere to all program policies and procedures
5. Be willing to complete the application and screening process
6. Be dependable and consistent in meeting the time commitments
7. Attend mentor training sessions as prescribed
8. Be willing to communicate regularly with program staff, submit activity information, and take constructive feedback regarding mentoring activities

9. Have access to an automobile, auto insurance, and a good driving record (Highly recommended)
10. Have a clean criminal history
11. No use of illicit drugs
12. No use of alcohol or controlled substances in an inappropriate manner

### **Desirable Qualities**

1. Willing listener
2. Encouraging and supportive
3. Patient and flexible
4. Tolerant and respectful of individual differences

### **Benefits**

1. Personal fulfillment through contribution to the community and individuals
2. Satisfaction in helping someone mature, progress, and achieve goals
3. Training sessions
4. Participation in mentor support
5. Mileage and expenses are tax deductible
6. Personal ongoing support, supervision to help the match succeed
7. Mentee/mentor group activities, complimentary tickets to community events, participant recognition events

### **Application and Screening Process**

1. Written application
2. Background Check
3. Personal interview
4. Provide three personal references
5. Attend Initial Mentor Training
6. Turn in a digital photo of yourself

For more information, contact the Mentoring Youth for Leadership at 602-252-5225 or [nikki@nmaz.org](mailto:nikki@nmaz.org).