



## United Way of Northeastern Minnesota Lunch Buddies

### *Volunteer Mentor Job Description*

Last Updated: January 2019

#### **PROGRAM DESCRIPTION**

The United Way of Northeastern Minnesota's Lunch Buddies Mentoring program serves 1<sup>st</sup> grade students at the Greenhaven and Washington Elementary who would benefit from additional support, encouragement and a positive and caring adult mentor. Youth are referred to the program by school staff and are then matched with a volunteer adult mentor. The mentors in the program commit to supporting, encouraging, and being a friend to their mentee for a period of three months.

#### **MENTOR ROLE**

- Serve as a positive role model and guide
- Focus on building a positive relationship with the young person
- Supporting the young person through an ongoing, one-to-one relationship
- Participate in school-based activities together
- Help identify and encourage mentee strengths

#### **TIME COMMITMENT**

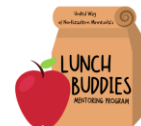
- Make a three month commitment (March 2<sup>nd</sup> – May 19<sup>th</sup>)
  - Monday's 11:20-12:05 – Greenhaven Elementary
  - Tuesday's 11:20-12:05 – Washington Elementary
- Commit to weekly visits for approximately 40 minutes
- You will be allowed one absent/vacation day (*We understand "life happens." In the event you are unable to make your mentor/mentee visit we ask that you please notify us immediately so we can ensure your mentee is paired with a replacement for the scheduled visit.*)
- Communicate monthly with the program specialist
- Attend an initial 1.5-hour training session
- Attend optional mentor/mentee group events and program recognition events

#### **PARTICIPATION REQUIREMENTS**

- Is interested in working with a young person and being a positive role model
- Be at least 18 years of age
- Reside or work in the communities surrounding the Hibbing area
- Complete the screening procedure
- Agree to attend mentor trainings as required
- Pass the criminal background check
- Be willing to disclose and/or discuss any mental, chemical or physical health conditions which may impact ability to effectively mentor

#### **DESIRABLE QUALITIES**

- Willing listener
- Open to learning and growing
- Nonjudgmental



- Celebrates/embraces individual differences
- Encouraging and supportive
- Patient and flexible

### **BENEFITS**

- Personal fulfillment through contribution to an individual child and the larger community
- Satisfaction in helping a child grow and learn
- Training sessions and group activities
- Personal ongoing support and coaching to help the match succeed
- Mentee/mentor group activities and participant recognition events

### **SUPERVISION**

- Mentors will be under the supervision of the Program Specialist

### **APPLICATION AND SCREENING PROCESS**

- Written application
- Comprehensive criminal background check
- Personal interview
- Two to three personal references
- Two-hour pre-match mentor training

### **For more information or to apply to become a mentor, contact:**

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