

Volunteer Mentor Job Description and Person Specification

Job Description

1. To attend full induction training and additional quarterly training, and complete all relevant child protection checks.
2. Arrange and meet with your Mentee for 1-3 hours a week, over the period of at least 6 months online via video/phone call or at a convenient, public place (when safe to do so) with the purpose of progressing with your mutually agreed goals.
3. To safeguard and promote the welfare of the young people you come into contact with.
4. Complete weekly feedback forms for all mentoring sessions, whether delivered or missed.
5. Liaise with the Mentoring Project Coordinator for support in delivering mentoring sessions where needed.
6. Help to identify support needs of vulnerable young people and contact the Mentoring Project Coordinator with these concerns.
7. Complete three and six-month mentoring reviews with the Mentoring Project Coordinator.
8. Attend 4 volunteer training workshops each year to learn new skills and meet your fellow mentors.
9. Any other reasonable tasks requested by Hope for the Young.

Person Specification:

Experience	Experience of working with vulnerable young people, preferably with young refugees and asylum seekers	D
	Experience of working with people from a variety of backgrounds and cultures	D
	Experience in teaching English to speakers of other languages (ESOL) or general experience in teaching/tutoring	D
Skills	Ability to work on own initiative and a willingness to carry out a small amount of preparation for each session	E
	Ability to use online video platforms such as Zoom/Teams/Skype	E
	Ability to think creatively and problem-solve	E
	Excellent communication/interpersonal skills	E
	Good organisational skills	E
	Ability to cope with emotionally demanding and stressful situations	E

Personal qualities	Commitment to and ability to work in accordance with all of Hope for the Young's policies and boundaries	E
	Motivated by promoting the wellbeing of vulnerable young people	E
Other	Willing to undergo an enhanced Disclosure and Barring check (DBS)	E