

BOLD VOLUNTEER MENTOR DESCRIPTION



PURPOSE: Establish longer-term, trusting and regular relationship with identified teen girls to provide support, encouragement, and appropriate challenges and to inspire concrete visions for a positive future for these young ladies.

REPORTS TO: Chrystal Sadler, BOLD Founder and Mentor Coordinator

PRINCIPAL DUTIES

1. HAVE FUN AND ENJOY YOUR TIME WITH YOUR YOUNG LADY!

2. Spend about one hour/week mentoring your young lady.

- Set a regular schedule for the meeting.
- Use project reporting procedures.
- Seek assistance from the project coordinators to problem solve difficult situations.

3. Serve as a positive role model and provide emotional and social guidance.

- Provide positive support, guidance, and encouragement.
- Help mentee envision a positive future.
- Use available materials based on your student's interests and needs.
- Share appropriate experiences and examples of resiliency, problem solving, and goal setting.
- Participate in regularly scheduled activities for all mentors and mentee students.

4. Follow all legal guidelines and procedures and project record keeping processes.

- Ensure the confidentiality of any information shared with you about your mentee or shared by the mentee with you.
- Notify the project coordinator immediately of any behaviors or verbalizations, which may potentially indicate or lead to abuse, self-hurt, neglect, or criminal activity.
- Assume no legal responsibility for the mentored student's actions.
- Assume no role as disciplinarian or tutor of the mentored student.
- Complete ongoing and summary reports as indicated for the project evaluation.
- Participate in project evaluation activities.
- Provide legal information to facilitate your application and criminal background check.
- Notify the program coordinator of any changes in contact information.
- Notify the project coordinator when unable to meet responsibilities.
- Do not transport your mentee. She will have various other travel options.

5. Complete orientation, training, and ongoing mentor supports.

- Complete initial orientation and an "armchair training" prior to meeting with mentee.
- Participate topical supports and online tutorials and/or meetings, as scheduled.
- Participate in regular reviews with coordinator to identify mentor's key strengths and instances where support is needed, specific to mentor's capacity to address assigned mentee's needs.

All **BOLD** mentor applicants will be screened and interviewed by the project coordinators. Mentors will be matched, to the extent possible, based on racial/ethnic/cultural/language backgrounds, common interests/activities, complementary strengths and mentee needs, similar career interests.

A **BOLD** mentor may be terminated for any of the following reasons: irregular contact with students; inappropriate or criminal behavior; lack of consistency in meeting with the mentored student and/or attending training and support sessions; lack of confidentiality; and other.