



Mentor Job Description

This position is ideal for an adult who wants to guide students on their path to becoming lifetime humanitarians through student leadership, project-based learning, cooperative learning, and hands-on service.

Essential Skills:

- Positive role model
- Desire to help others engage in local and international service
- Ability to work with people of all ages
- Highly organized
- Prompt communication
- Experience with project management
- Experience with fundraising
- Ability to delegate responsibilities
- Ability to problem-solve and adapt
- Experience with conflict resolution

Mentor Job Description:

1. Supervision:

- a. Mentors are responsible for providing adult supervision at monthly team meetings and while traveling abroad to ensure participant safety.
 - i. Mentors must uphold Youthlinc's Code of Conduct
 - ii. Mentors must pass Youthlinc's background check
 - iii. Mentors must never be alone with a minor
- b. Mentors are positive role models on the team as they exemplify a positive attitude, strong work ethic, problem solving abilities, and make an effort to help everyone on the team feel included.

2. Support Team Leader:

- a. Mentors report directly to the Team Leader. Mentors help support the Team Leader. Mentors consult with the Team Leader if issues or concerns arise.
- b. Under the direction of the Team Leader, team leadership (Team Leader, Assistant Team Leader, Mentors, and Alum Leaders) work together to help the team have the best experience possible.

3. Committee Work: Mentors guide 5-7 students as they each take a leadership role in planning and executing committee work (e.g. cultural, education, business, vocational, community health). Mentors are not responsible for doing everything, but rather delegating tasks, following-up on assignments, and providing support along the way.

- a. Actively participate in monthly team meetings
- b. Review committee manual for direction on committee work
- c. Communicate committee needs with Team Leader

4. Fundraising:

- a. Mentors guide their committee in collecting donations to support committee initiatives.
- b. Mentors guide their committee in collecting clothing donations to raise funds for committee projects.

Required Background: Mentors must be a college graduate or at least 25 years old. Mentors are responsible for the cost of their international trip. However, they can apply for financial aid and/or fundraise for their trip.