



Leadership U 2019 Mentor Job Description

Purpose: To support Leadership U (LU) students as they design and implement community service projects (beginning of August – early December).

Qualities/Qualifications include:

1. Enthusiasm for working with teenagers (high school aged)
2. Knowledge of project management, group dynamics and goal setting.
3. Commitment and presence during the group's activity.
4. All mentors undergo a criminal history background check and are fingerprinted. This is done to ensure the safety of our students. All personal information received is not disseminated to any other organizations to ensure mentor's privacy.

Role of the mentor is to:

1. Act as a coach during all team meetings.
2. Help facilitate the team's project research, design and implementation process including assisting students in brainstorming ideas, establishing milestones and following timelines.
3. Facilitate connections to the community
4. Coach/assist students in development of final presentation for graduation.
5. Ensure all students stay involved with the service project.
6. Conduct a parent information session.
7. In collaboration with program coordinator, contact parents as needed.
8. Help program coordinator with group/team management.
9. Provide guidance and coaching to students for personal development.

Time Commitment (Late July – early Dec.) to include attendance at:

- Mentors' Orientation/Meeting - 2 hour meeting to be held early summer.
Date: July TBA
- Team Kickoff Meeting ---Friday, July 26 (11am-3pm)
- Team Meetings (approx. twice a month) - Sunday afternoons from 2-4:30pm – Aug 4, Aug 18, Sept 8, Sept 22, Oct 6, Oct 20, Nov 3, Nov 17, Dec 1
- Graduation Dinner/Presentations - Tuesday, December 3th (5:00-9pm)

Next Steps:

1. Submit resume and reference
2. Participate in interview with LHC Director of Youth Programming or LU Chairperson
3. Fulfill background check requirements

For more information:

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