

POSITION DESCRIPTION



MENTOR
COLORADO

Position Title: School-Based Mentor - AmeriCorps Member

Reports to: Program Manager and School Site Supervisor

Benefits: Monthly Living Allowance (\$1400/month stipend)
Health Care Benefits (should member opt in)
Child Care Benefits (should member opt in)
Loan Forbearance
Professional Development
\$5,815 AmeriCorps Education Award that can be used for college loans or to further your education



Location: Partners in Routt County - Steamboat Springs, CO

Position: AmeriCorps Members will join a community of school-based mentors in Colorado that will use relationships and inspiring programming to support the development of young people in elementary, middle and high schools. Members will mentor and provide after-school programming in the schools Monday-Thursday, with Fridays being reserved for administrative duties and ongoing training opportunities that will support their professional development and growth. For more information about the statewide program, go to www.comentoring.org/service. For more information about Partners in Routt County, go to <http://partnersrouttcounty.org/programs/school-based-mentoring/>

Application: Please email a cover letter and resume to info@partnersrouttcounty.org, and include the position title in the subject line.

Background:

Mentor Colorado was founded in April 2014 by the passion and vision of a number of grassroots organizations implementing formalized mentoring programs. Its purpose is to support the growth and development of mentoring organizations throughout the state resulting in greater collaboration, more high-quality mentoring programs, better use of resources, and most importantly, more young people matched in quality mentoring relationships. Partners in Routt County is one of 65 member organizations supported by Mentor Colorado. The mission of Partners in Routt County is to build resilient youth by creating and supporting meaningful mentoring relationships. They have provided mentoring services to Routt County youth for over 20 years through their Community and School-Based mentoring programs.

General Function and Responsibilities

Mentoring Young People

In elementary, middle or high schools, AmeriCorps Members will work with counselors, teachers, or other staff to identify a caseload of 10 target students to mentor who fit an "at-risk" criteria (i.e. low income, behavior management issues, child of substance abuse, single parent household, low academic performance, etc.). Members will maintain a caseload of 10 students throughout the year. During the course of the school year, Members mentoring will spend time with each of their target students for at least 1 hour per week. Mentors will spend time with their students both in and out of the classroom to

build rapport, provide both socio-emotional and academic support, increase school engagement, and encourage adult bonding.

Additionally, mentors will log hours and maintain case notes for their students in the database tracking system. To guide their sessions, Mentors will work with their students to create specific goals they will focus on throughout their time together through the creation Individualized Mentoring Plans (IMPs). Mentors will maintain ongoing communication with school-staff and parents to share student progress, address concerns, and streamline support.

After and In-School Programming

In addition to working with their 10 target students, Mentors will provide consistent in- and after-school programs for students to attend and to document attendance according to program guidelines. In addition, at times Mentors may assist with the implementation of additional school, city, or outside-agency programming. These programs must be approved prior to service by the Program Manager (PM) and service/time spent with outside programming is expected to be tracked and verified and reported to PM.

Build Relationships in the Community

Members will collaborate with Mentor Colorado and mentoring agency staff in the development and implementation of the program. Members will also form working relationships with school staff, administration, teachers, and counselors at their school sites, where they will be spending the majority of their time. Members will also communicate and form relationships with students' families and other AmeriCorps Members. These relationships with other AmeriCorps Members will be developed in professional development opportunities, training sessions and in the planning and implementation of Days of Service (Cesar Chavez Day and Martin Luther King Jr Day).

AMERICORPS SERVICE CONDITIONS

Service as School-Based Mentors will be primarily indoors, in the classroom or counseling center setting. Mentors will be provided an office space by their host sites which may or may not be shared by other school staff members. Mentors will collaborate effectively and professionally with co-mentors and staff to plan programs and service learning opportunities.

Members may have up to 2 service sites, depending on their school placements. For members serving at two host sites, they will be expected to divide their time evenly between sites. Small gas stipends may be available for mentors whose school-site(s) are in rural locations. Members are expected to have transportation to their host sites or participate in a carpool. In Colorado, inclement weather and heavy snow are common in the winter months and members are expected to be at school sites should the schools remain in session.

QUALIFICATIONS

- Bachelor's Degree
- Minimum Age: 18
- Experience/interest serving at-risk youth in elementary, middle, and/or high school
- A desire to pursue a career in the field of education, counseling and/or nonprofit management
- Clean criminal record and driving background – all members must pass a background check
- Reliable vehicle & driver's license strongly recommended

*Selection of applicants is contingent on Mentor Colorado's Colorado Mentor Corps grant award