

# POSITION DESCRIPTION



**Position Title:** School-Based Mentor – Part-time

**Reports to:** Program Manager and School Site Supervisor

**Terms of Employment:** October 2018 – June 2019  
Average of 20 hours/week  
\$15/hour



**Benefits:** Work with a team of other professionals  
Gain valuable experience, professional development, and relevant training

**Location:** Hayden Elementary School

**Position** Part-time School-Based Mentor will build relationships and implement programming that supports the positive development of the students. One-to-one mentoring with a minimum of 10 target students, as well as after-school programming will take place in the schools Monday-Thursday, with Fridays being reserved for administrative duties and ongoing training and professional development. For more info, go to <http://partnersrouttcounty.org/programs/school-based-mentoring>

## Background

The mission of Partners in Routt County is to build resilient youth by creating and supporting meaningful mentoring relationships. We have provided Community-Based mentoring to Routt County youth for over 20 years and began implementing our School-Based Mentoring Program over 10 years ago serving hundreds of youth each year. We anticipate the launch of a new Peer Mentoring program for the 2018-19 school year.

## General Function and Responsibilities

### Partner's School Based Mentoring Program Model

The 2018-19 School-Based Mentoring Program (SBM) will provide six part-time mentors to eight Routt County schools. All mentors will be screened and trained prior to school placements. Partner's Program Manager and staff provides mentor support, supervision and case management. The mentors provide guidance, support and tutoring to each of their 10 target students whose qualifying criteria include low income, victims of abuse or neglect, familial incarceration, substance abuse, etc. Additionally, the SBMs may also work with non-target students, implement in-school and after-school clubs and activities. Providing this positive support allows students the opportunity to focus on academics, increase school performance and engagement, all of which contributes to higher graduation rates, college preparedness and/or seeking post-secondary education.

The core activities for this "mentoring model" intervention strategy focus on increasing adult bonding. To this end, members spend a minimum of one hour, one-on-one, each week with their target students, for the duration of the school year. This model emphasizes time spent with target students to check in on

attendance, grades, and to connect via intentional activities focused on the social-emotional aspects of students' lives. Individual Mentoring Plans are developed collaboratively between the mentor and target student which includes three SMART goals, three corresponding Developmental Assets, and three corresponding activities. Target students, and other students, are encouraged to participate in SBMP weekly in-school and after-school recreational, life skill, and service learning programming. Examples from year's past include Lunch Bunch, Strong and Smart Sisterhood (SASS), Culture Club, the Writing/Drama Club, and Get Out Around Town (GOAT).

### Build Relationships in the Community

Mentors collaborate with Partners staff in the development and implementation of the program. Mentors 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. Mentors communicate and form relationships with students' families and other SBM's. Collaboration with other SBM's will be developed in professional development opportunities, training sessions and in the planning and implementation of programs and service day projects.

## **Program Objectives**

Target students will experience:

- Increased school-bonding, adult bonding, attendance, and academic performance
- Increased self-esteem
- Improved decision making skills
- Improved social and communication skills
- Decreased delinquency and behavioral referrals
- Improved Goal Setting Skills
- Increased Perceived Risk of use of alcohol, tobacco, and other drugs (ATOD)

Mentors will experience:

- Specialized experience in programming and working with at-risk youth
- Increased knowledge of public school structure and non-profit management
- Transferable and/or varied professional development and service experience

## **Qualifications**

- Experience/interest in serving school aged, at-risk youth
- 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

## **Application**

Please email a cover letter and resume to Michelle at [michelle@partnersrouttcounty.org](mailto:michelle@partnersrouttcounty.org), and include the position title in the subject line.

*Partners in Routt County is an equal opportunities employer and welcome applications from all suitably qualified persons regardless of their race, sex, disability, religion/belief, sexual orientation or age.*

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