



Mentor Job Description

A Mentor with Our Place Mentoring Scheme is a caring, responsible, adult who serves as a listener, critical friend and role model to young people, children and parents. They help to ensure that the Mentee develops important life skills by working through challenges together, developing emotional well-being and healthy relationships. Our Place Mentors enable their Mentee to be exposed to new opportunities and a wide array of resources enabling and equipping them to make positive change.

PURPOSE OF CHILDREN OR YOUNG PERSON MENTORS: To give a young person in need of social, developmental and emotional support the companionship / partnership of a caring adult.

PURPOSE OF PARENT MENTORS: To give a parent the confidence, resources and skills to effectively parent their child/ren on a day to day basis and during times of difficulty.

Key role and responsibilities

- To work independently to plan and deliver bespoke mentoring sessions using the resources and training provided.
- To complete written notes of each mentoring session.
- To communicate effectively with the Our Place Mentoring team and our stakeholders.
- To complete monthly monitoring returns and end of case evaluation surveys with Mentees and Service users.
- To attend or produce reports for external meetings such as Early Help Panels.
- To attend training and supervision sessions

The Mentor's commitment to Our Place Mentoring Scheme

- To be able to commit to a minimum of one year working as a Mentor.
- To be able to support a Mentee/s for up to one year on a regular basis.
- To spend at least two hours per week (school term time) engaged in a mutually agreed-upon activity with their Mentee/s.
- To serve as a positive role model when representing the Our Place Mentoring Scheme, by modelling desirable behaviours—e.g. patience, tolerance, and reflective listening.
- To be open to take constructive feedback regarding mentoring activities by staff, supervisors and Mentees.
- To be willing to report any problematic issues including Child Protection issues noted in your sessions.
- To have access to transport (Own or public transport) to ensure you arrive on time for your Mentoring sessions.
- To be willing to adhere to all Our Place Mentoring Scheme policies and procedures and live in accordance with the Our Place mission and values and ethos.

The Mentor's commitment to the Mentee

- To support a young person or parent through an ongoing, one-to-one relationship.
- To maintain confidentiality at all times.
- To be dependable and consistent in meeting the time commitments you have made to your Mentee.
- To serve as a positive role model and act as a resource and guide.
- To build the relationship by planning and participating in activities together
- To build mutual respect
- To help set goals and work toward their completion
- To be patient and understand the mentoring relationship is a process that takes work and time.
- To respect the mentee's right to self-determination and independence
- To be respectful of the Mentees time, opinions, and decision-making.
- To be comfortable in establishing appropriate boundaries with the Mentee
- To be encouraging and supportive of the Mentee
- To be an advocate for the Mentee

Application and Screening Process

- Written applications only will be considered
- Enhanced DBS Check
- Two satisfactory and current references
- Personal interview with Our Place Mentoring Scheme Management Team
- Attend initial mentor training