



## Mentor Job Description

Believe In Me Youth & Family Services, LLC is seeking a responsible, caring individual to work with consumers from Central Virginia. We believe in empowering our youth & their families so they may have the success that every family desires.

### Mentor Role & Responsibility

- \* Serve as a positive role model for the consumer and their family.
- \* Build a strong relationship by planning and participating in different activities throughout a week.
- \* Be respectful to consumer's time, opinions, and decision-making.
- \* Assist with setting goals and ways to achieve those goals for the consumer and their families.
- \* Contact each parent weekly.
- \* Write a progress note on each consumer during every visit during the week.
- \* Communicate effectively with other agencies that are involved with the consumer.

### Mentor Time Commitment

- \* Will be required to work 10-30 hours a month, depending on the consumer's treatment plan.
- \* Spend 1 hour every two weeks with supervisor to plan activities, address on-going issues, & review progress notes on consumers.
- \* Make at least one contact with supervisor on Friday of every week.

### Qualifications

- \* Must be at least 21 years of age & have a valid Driver's License.
- \* Must be willing to adhere to all policies & procedures at all times.
- \* College degree preferable, but work experience is acceptable.
- \* Must complete application, reference forms, a photo ID, and have proof of auto insurance.
- \* A dependable car to transport consumers
- \* Pass a criminal background check