

Volunteer Job Description

Position – **DOCK Mentor**



Purpose: A Mentor with the Dorcas Outreach Center for Kids (DOCK) program is a caring, responsible, adult volunteer who serves as a trusted friend and guide to a student. S/he helps to ensure that the student develops important academic and life skills, is exposed to new opportunities and a wide array of resources, makes positive life choices, stays in school, and graduates with a plan for future.

Key Responsibilities:

- Be able to commit to spending at least one year in a relationship with a student
- Spend at least five - eight hours a month engaged in a mutually agreed-upon activity with your mentee.
- Communicate with your mentee weekly—by telephone or email or text —to keep in touch about what is going on in their lives.
- Honor, all commitments made to the mentee
- Be respectful of the mentee's time, opinions, and decision-making.
- Serve as a positive role model by modeling desirable behaviors—e.g. patience, tolerance, and reflective listening.
- Be comfortable and able to establish appropriate boundaries with the mentee and his or her family.
- Be encouraging and supportive of the mentee.
- Help the mentee develop a milestone plan for completing high school and going on to college or work.

Responsible to: DOCK Director and Scholarship Committee Chair

Time Commitment: Approximately ten (10) hours/month

Qualifications:

- Attendance at DOCK Volunteer Training session
- Successful background check/fingerprinting
- Successfully complete an interview for a mentor position the DOCK Director and Scholarship Committee chair
- Exhibit a genuine concern for high school aged students.

Support: The DOCK Director and the Scholarship Committee chair will provide support and guidance as needed

Dress Code: As appropriate for varying mentor activities