



Job Descriptions

Mentor

General Statement of Duties

The role of the mentor is to form a supportive, coaching relationship with a first year undergraduate student to help them develop university survival skills and learning strategies, explore careers in healthcare and build social skill important to entering a profession. The overall goal is to develop the skills for success in undergrad and ultimately gain entrance to a healthcare profession.

Responsibilities: Mentor's duties include but are not limited to the following:

- Attend mentor orientation and training sessions
- Meet with mentee on a regular basis to establish a relationship and to support mentee in academic, personal and social, and career development goals
- Attend ongoing mentor training and support sessions
- Participate in program evaluation and other activities as requested by the Site Coordinator

Qualifications:

- Sincere desire to be personally involved with another person to help him or her achieve personal and career goals
- Ability to communicate with a mentee openly and without judgment
- Strong listening skills
- Ability to establish a relationship based on equal responsibility and respect
- Interest in needs and concerns of students with internal and external barriers to academic and career success
- Practical problem-solving skills and ability to suggest options and alternative

Commitment Time:

An eight-month commitment (one academic school year) with minimum of four mentorship activities per month. Mentors must attend four training sessions over the eight month period.