

## Volunteer Student Education Attainment Program (SEAP) - Mentor Description

<b>Purpose:</b>	<p>The Mentors we are looking for should be committed, strong, empathetic, driven, engaging <b>volunteers</b>, who are invested in successfully mentoring a young person.</p> <p>Modeled after the highly successful dropout prevention program Check and Connect, the Student Education Attainment Program (SEAP) is a mentorship program that helps students of Somali decent-in grades 5-12-with credit accumulation and school completion. Check and Connect is a comprehensive student engagement program that has considerable evidence demonstrating impacts that include increased attendance, completion of courses and graduation rates across different communities and populations. SEAP matches each student with a mentor to provide a support system to improve self-esteem and attitudes towards school.</p> <p><i>Established in 1988, CultureLink Settlement and Community Services is a not-for-profit charity and United Way member agency serving newcomers to Canada and the community at large in the City of Toronto</i></p> <p><b>CultureLink works within an anti-oppression framework and is committed to equity.</b></p>
<b>Title:</b>	Student Education Attainment Program (SEAP) - Mentorship
<b>Location:</b>	3535 Dundas St W, York, ON M6S 2S7
<b>Key Responsibilities/ benefits:</b>	<p><b><u>Mentor Responsibilities</u></b></p> <ul style="list-style-type: none"> <li>• Meet with the mentee regularly (to meet with mentee face-to-face twice a month is required and 2 hours a week minimum)</li> <li>• Set short-term and long-term goals with the mentee with Individualized Plan of Success (Smart Goals)</li> <li>• Track and Report mentee’s progress on an ongoing basis by completing monthly monitoring forms; indicating how goals are being met</li> <li>• Collaborate with other service providers to assist mentee’s to break barriers in accessing services</li> <li>• Successfully complete a course on how to effectively mentor young and vulnerable youth.</li> <li>• Coach, Guide and Protect the confidentiality of the mentee.</li> <li>• Building relationship with mentee by planning and participating in activities together.</li> <li>• Participate in program evaluations, mentor training and orientation.</li> </ul> <p><b><u>Benefits</u></b></p> <ul style="list-style-type: none"> <li>• Certification on effectively mentoring vulnerable underserved youth though required.</li> <li>• Acquire experience in the non-profit sector as it pertains to youth with systemic barriers.</li> <li>• Enhance interpersonal skill development by working with diverse group of stakeholders.</li> <li>• Access to a range of free training opportunities and events.</li> <li>• Participation in a mentor support group.</li> <li>• Personal ongoing support, supervision to help the mentor &amp; mentee match succeed.</li> <li>• Honorariums.</li> </ul>
<b>Reports to:</b>	SEAP Staff/Program Manager

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<b>Length of Appointment:</b>	1 year.
<b>Time Commitment:</b>	2-4 hours a week.
<b>Requirements:</b>	<ul style="list-style-type: none"> <li>• Minimum 3 years work <b>or</b> volunteer experience in the following sectors: Social Services, Youth Development, Teaching or other forms of Education, Employment, Healthcare and Recreation.</li> <li>• Able to manage administrative tasks while building connections with mentees and their parents</li> <li>• Able to work collaboratively with multiple stakeholders (students, teachers, parents, project staff and evaluators).</li> <li>• Available and willing to work with a vulnerable and underserved youth.</li> <li>• Understanding of social justice and anti-oppression principles.</li> <li>• Some familiarity with opportunities and resources available in Toronto.</li> <li>• Strong verbal, written communication and strong interpersonal skills.</li> <li>• Must be able to commit for a minimum of 1 year.</li> <li>• Successfully complete a Police Vulnerable Sector Check.</li> </ul>
<b>Application Process:</b>	<ul style="list-style-type: none"> <li>• Send your resume and cover letter to Claudia Rivera, Community Services Manager at <a href="mailto:crivera@culturelink.ca">crivera@culturelink.ca</a> <ol style="list-style-type: none"> <li>1. Submit in the <b>subject headline of the email as ‘SEAP Mentor’.</b></li> <li>2. <b>In your cover letter, please include a paragraph on why you want to become a mentor*</b></li> </ol> </li> <li>• +Once we receive your application, an interview will be scheduled with the SEAP staff and the Program Manager</li> <li>• If application is accepted, the applicant will sign the confidentiality agreement and will submit all required documents.</li> <li>• An on-boarding session will be scheduled with the candidate and the Volunteer Coordinator to provide orientation on Volunteer Policy, Agency Overview, Health and Safety procedures, and agency tour.</li> </ul>