



Volunteer PrimeTime Mentor Job Description

Purpose: A PrimeTime Mentor is a caring, responsible, adult volunteer who serves as a trusted friend to a student. S/he helps to build a positive and caring relationship with a student. Just by showing up for a student one day a week, PrimeTime Mentors encourage positive choices, promote self-esteem, support academic achievement and provide a listening ear.

Duties/Responsibilities:

Every volunteer PrimeTime Mentor must:

- Commit to spending at least one school year in a Mentor relationship with a student.
- Spend one hour a week, once a week at a consistent time and day on school grounds with a student.
- Serve as a positive role model by modeling desirable behaviors—e.g. patience, tolerance, kindness and reflective listening.
- Be encouraging and supportive of the student
- Be patient and understand the mentoring relationship is a process that takes work and time.

Responsibility to Communities In Schools of Spokane County PrimeTime Mentor Program:

Every volunteer PrimeTime Mentor must:

- Check-in with CISSC staff or VMC at least once a month.
- Participate and attend a required initial PrimeTime Mentor training. Additional training will be provided and is optional.
- Complete end of year surveys.
- Communication when unable to attend a mentoring session or for early closure.
- Communicate any concerns, challenges or issues immediately.

Requirements/Qualifications:

All volunteers must:

- Be at least 18 years of age.
- Complete the screening procedure
- Pass a criminal background check
- Must understand that firearms are not allowed on school campuses
- Not have falsified information during the course of the screening process
- Have the ability to accept and relate to youth who may not share the volunteer's lifestyle and values
- Exhibit a great deal of common sense, intelligence, friendliness, maturity, sensitivity and responsibility.
- Have compassion for the student regardless of their situation.

Time Commitment:

The volunteer PrimeTime Mentor will meet with the student for one hour a week, once a week at a consistent time of day. While many volunteers serve longer than one year, the minimum expectation of any volunteer PrimeTime Mentor will be one year.

Location:

PrimeTime Mentors meet with students during the school day at their chosen schools and on school grounds **only**.