

**Revised Position Title:** College Now Mentor

**Department:** Mentoring Program - Retention

**Reports To:** Cohort Coordinator

**Summary:** College Now Mentors provide essential support and guidance to college students, empowering them to navigate their academic and personal journeys successfully. Mentors build positive, empathetic relationships with students, offering encouragement, advice, a listening ear, and insights on a range of college and life topics. This rewarding volunteer opportunity aims to support individual student success and contribute to the overall goal of increasing graduation rates within the program.

**Key Responsibilities:**

**1. Communication and Connection:**

- o Leverage the Chronus mentoring platform to communicate regularly (minimum of twice per month) with your assigned student. New mentors will initially be assigned one student.
- o Schedule three or more in-person or virtual meetings with your student per year.
- o Actively listen to your student's needs and concerns, providing a safe space for them to share their experiences.

**2. Long-Term Commitment:**

- o Commit to a mentoring relationship (up to six years) throughout the student's post-secondary experience.
- o Understand that your role is to build rapport and offer guidance, not to dictate the student's actions or decisions.

**3. Guidance and Empowerment:**

- o Offer guidance on topics such as academic challenges, career exploration, social adjustment to college life, and other relevant areas.
- o Empower students to make their own informed decisions and achieve their goals.

**4. Professional Development:**

- o Engage with mentor training, development, and connection opportunities to enhance your mentorship skills.

**5. Communication with Program Staff:**

- o Communicate student updates and elevate any concerns to Mentoring Program Staff as needed.
- o Be open to feedback and willing to learn and grow as a mentor.

**Qualifications:**

- Hold a post-secondary (two- or four-year) degree
- Pass a criminal background check.
- Have reliable access to the internet and proficiency in using technology.

- Mentors will be matched with scholarship recipients who graduated from Northeast Ohio high schools; both local and out-of-state mentors are welcome.

**Skills Sought:**

Empathy, Active Listening, Patience, Relationship-Building, Curiosity,

Adaptability, Communication, Kindness