

Volunteer Position Description

POSITION TITLE: Project X-It Mentor

DEPARTMENT: Fiscal Resiliency Project – Early Learning and Family Services

SUPERVISOR: Chris Pasquale, Project X-It Specialist

HOURS AND COMMITMENT: Flexible (dependent on volunteer schedule)

OUR MISSION: *To act as a catalyst for positive change, both in the community and in the lives of the people we serve.*

POSITION SUMMARY:

The Opportunity Council's Early Learning and Family Services (ELAFS) department is recruiting mentors for an exciting 2-year financial resiliency program, *Project X-It*. We define financial resiliency as the ability to bounce back from a financial emergency. Project X-It promotes this by providing financial education and coaching and monetary incentives for families enrolled in Head Start in Whatcom, Island, and Skagit counties. Both parents and children will actively participate. In addition to building financial skills for both generations, we plan to coach families through an individualized plan that includes group learning and one-to-one opportunities.

We are seeking dedicated individuals to mentor a family enrolled in our project. Mentoring will consist of supporting families in developing good habits and goals that build financial resiliency.

RESPONSIBILITIES:

Mentors will be trained to work closely with a parent developing goals to improve financial health while providing needed social and emotional support. We prefer mentors who are able to commit to assisting a family at least during the first year of the project, with an option to continue volunteering for an additional year. Mentors will meet one-on-one with a selected family at least 2-5 hours per month at the beginning of the project and less frequently as the project progresses. Mentors will attend Family Nights once a month to gain information/training and collaborate with families and mentors. We will also conduct quarterly assessments with mentors to gain information on program outcomes.

TRAINING:

Thorough training is provided, and no previous experience is required. Prior to being matched with a family, all mentors will receive quality training in poverty culture, goal setting, and mentoring and will have ongoing support and opportunity for personal and professional development from staff and coordinators. Our group of mentors will attend weekly trainings starting in September. The project will launch in November 2018. Additional optional training

sessions will be provided quarterly for continued mentor development throughout the program.

VOLUNTEER REQUIREMENTS:

Applicants must be dedicated, supportive, patient, and flexible individuals who are willing to be an advocate for a family regardless of difference in lifestyle, beliefs, culture, or background. As a mentor, it is important to have good listening skills, initiative, and the ability to maintain confidentiality. Applicants should also demonstrate an interest in supporting low-income families through one-on-one coaching.

WORKING CONDITIONS:

Work is generally performed in a fast-paced office environment with frequent interruptions. This position may require travel within the agency's service area for community networking, meetings, outreach and other job-related activities.

PHYSICAL REQUIREMENTS:

Sitting, Standing, Walking, Lifting: less than 25 lbs, Carrying: less than 25 lbs

APPLICATION DEADLINE:

July 31st, 2018

To Apply: Apply online at <http://www.opcco.org/how-to-help/>, please specify "Project X-It Mentor" in the "Special Skills" section of the application. For questions, contact Chris Pasquale at 360-734-8396 x376 or chris_pasquale@opcco.org.