



Volunteer Job Description Form



Today's Date: 7/2/2018

- Department/Organization: Higher Achievement
- Event
- Website: higherachievement.org/volunteer

Volunteer Position (if more than one position, please add):

1. Academic Mentor

Work Site Location (if more than one location, add locations as corresponding w/ positions above):

1. Henderson Middle School, Binford Middle School, Boushall Middle School, Wilder Middle School

Volunteer Job Duties:

1. Higher Achievement needs volunteers like you to provide middle school students in underserved communities with caring role models. Higher Achievement provides a no-cost, intensive academic afterschool and summer program for students in 5th-8th grade that includes mentoring, homework coaching, electives, college visits, and field trips. As a result, 95% of Higher Achievement students go on to graduate from high school on time, compared to 80% across Richmond Public Schools.

Who: Higher Achievement mentors are a diverse group of people from a variety of backgrounds. You do not need to have any prior teaching experience to be a mentor. Mentors choose their subjects and receive significant support from Higher Achievement, including curricula, orientation, and regular training and coaching.

What: Teach a small group of 5th, 6th, 7th or 8th graders in a core academic subject: math, English Language Arts, or elective seminar

When: One hour a week between 6-7pm (exact time varies by location) on either Tuesdays or Thursdays from October – early May.

Where: At one of our four Achievement Centers: Boushall Middle School, Henderson Middle School, Binford Middle School, or Wilder Middle School (Henrico Co.)

As a Higher Achievement Academic Mentor, you will be assigned to a small group of Higher Achievement scholars (approximately three-five scholars to your group) **one night a week** during our Afterschool Academy for one full school year. The goal of Higher Achievement Academic Mentors is to build a relationship based on trust and high expectations that will bolster scholars' progress towards their academic goals.

Skills Required:

- All Academic Mentor applicants must meet the following basic requirements:
 - Have graduated from high school
 - Be willing and able to commit to a minimum of one night a week for an entire school year
 - Meet Higher Achievement's background check clearance

<u>Project Date(s)</u>	<u>Start Time</u>	<u>End Time</u>	<u># of Volunteers Needed</u>
October-early May	6:00pm	7:00pm	130

Contact Person:

Contact E-mail

Contact Phone:

1. Jess Pare

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