



## Volunteer Job Description Form

**Department/Organization:** Saint Joseph's Villa Mentoring Program

**Project Website:** <http://www.neverstopbelieving.org/volunteer/>

**Volunteer Job Title:** Villa Mentor

**Brief Description of Position:** Looking for committed and positive role models in the Richmond community and surrounding areas to mentor at risk youth for one hour a week for at least a year on our campus. Mentoring sessions include assisting a youth in personal, professional, social, and academic growth through activities. All mentors are screened, interviewed, matched, and put through training prior to becoming mentors.

**Skills required:** Communication, listening, engagement, confidence, and problem solving

**Work Site Location:** 8000 Brook Road, Richmond, VA, 23227

\* **Start Date:** Ongoing \* **End Date:** Ongoing

| <u>Days</u> | <u>Start Time</u> | <u>End Time</u> | <u># of Volunteers Needed</u> |
|-------------|-------------------|-----------------|-------------------------------|
| Mondays     | 1:00pm            | 5:00pm          | unlimited                     |
| Tuesdays    | 1:00pm            | 5:00pm          | unlimited                     |
| Wednesdays  | 1:00pm            | 5:00pm          | unlimited                     |
| Thursdays   | 1:00pm            | 5:00pm          | unlimited                     |
| Fridays     | 1:00pm            | 5:00pm          | unlimited                     |
| Saturdays   | N/A               |                 |                               |
| Sundays     | N/A               |                 |                               |

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