



CALGARY IMMIGRANT WOMEN'S ASSOCIATION

VOLUNTEER POSITION DESCRIPTION

TITLE: Youth Mentor

DEPARTMENT: Family Services Department

REPORTS TO: Youth Mentorship Program

This program enhances intercultural understanding and provides youth with opportunities for personal growth and community involvement through one-on-one and group sessions. It is offered as a means to inspire youth to become engaged in their communities through a mentor/mentee relationship. All CIWA volunteers are required to provide a Police Information Check.

SUMMARY OF POSITION

Volunteers support immigrant youth through a one-on-one relationship. Minimum time commitment of one year, 4 hours per month, plus occasional commitment of 1-2 hours every other week for drop-in sessions, special events and field trips.

DUTIES AND RESPONSIBILITIES

- Support an immigrant youth through a one-on-one relationship
- Weekly individual mentor/mentee sessions
- Provide guidance and information to the mentee on Canadian culture and assist mentee with integration
- Assist mentee to build an action plan at the beginning of the month and plan activities that support social, academic and personal development
- Be a role model and a friend
- Build self-esteem, mutual respect and inter cultural understanding

STANDARDS OF PERFORMANCE

- Ensure that professional approach is aligned with CIWA values
- Demonstrate a high level of initiative and enthusiasm
- Maintain confidentiality at all times

QUALIFICATIONS

- Between 14 to 30 years of age
- Has lived in Canada for more than one year
- Superior English language communication skills; second language is an asset
- Reliable, responsible, punctual, reliable, motivated and detail-oriented
- Good computer skills and familiar with online platforms such as Zoom, Teams, Microsoft Office
- Interest in working with immigrant youth and willingness to understand their cultural background
- Completed an Intervention Record Check (for volunteers over 18 years of age)
- Completed parental consent (for volunteers under 18 years of age)

If interested, please contact:
Volunteer Program
Direct line 403-517-8830