

read ahead

share a page in a child's life

Read Ahead Mentor "Job Description"

Program Description:

Read Ahead connects children from underserved communities with caring, trusted, consistent mentors in a fun, kid-friendly environment. Centered around the foundational experience of reading together, mentors give their mentees the confidence, motivation, and support to succeed in school and in life. Our signature program annually matches over 1,200 volunteer mentors from over 40 corporate and community partners with NYC elementary public school students for weekly mentoring sessions throughout the school year.

Commitment:

Read Ahead mentors commit to mentor once per week (or every other week if choosing to co-mentor) during the child's lunchtime for the **duration of the school year (September-early June)**. Mentoring sessions take place at the child's school and are 35-50 minutes between 10:30 am and 1:30 pm, with specific times depending on the school site. The total weekly (or biweekly) commitment including travel is approximately one hour for most mentors. Mentors are encouraged to continue mentoring the same child for multiple years because longer relationships are shown to increase the positive impact of mentoring.

Qualifications:

- Sincere desire to make an impact in a young child's life
- Willingness to meet a child where s/he is and greet every session with an open mind
- Strong listening skills
- Flexibility and patience
- Sensitivity and openness to people of different educational, economic, cultural, and racial backgrounds
- Ability to make a weekly or biweekly commitment for the duration of the year (late September-early June)

Responsibilities:

- Make a commitment to developing and maintaining a mentoring relationship with a child
- Attend a mandatory training session led by Read Ahead staff
- Meet with the mentee on a weekly or biweekly basis at the school as per the program calendar, and arrive on time for each session
- If applicable, communicate with a co-mentor to maintain an alternating schedule to ensure the child has a mentor each week
- Communicate with the on-site Program Coordinator in case of any scheduling conflicts, both on a weekly/biweekly basis and **especially** if unable to continue the mentoring relationship mid-year
- Participate in group and one-on-one mentoring and reading activities led by the Read Ahead Program Coordinator
- Ask the Program Coordinator for support when needed
- Immediately report to the Program Coordinator if the mentee mentions anything to indicate that the safety or well-being of the individual child or others at the school may be at risk
- Refrain from contacting or seeing the child outside of the established parameters and supervised sites where the program takes place
- Complete occasional surveys or questionnaires from Read Ahead to track student progress and program satisfaction



read ahead

share a page in a child's life

Read Ahead Mentor Commitments

These are the commitments you agreed to when signing up to become a Read Ahead mentor.

- I agree that I am making a commitment to my mentee from late September - early June.
- I agree to inform the Program Coordinator as soon as possible if I am running late, must be absent, or am no longer available to mentor.
- I understand that it is integral to the success of the program and the mentees that I attend my scheduled sessions consistently and limit rescheduling or canceling.
- I understand that Read Ahead is about mentoring not tutoring, and that it's more important to help my mentee enjoy reading than to push him/her to improve literacy skills.
- I agree to fill out surveys and to provide feedback about my experience with Read Ahead.
- I agree not to bring in gifts (including food) for my mentee or any children in Read Ahead.
- I agree not to bring food into the school.
- I understand that participation in Read Ahead may include, on occasion, interviews and surveys, use of quotes, and the taking of photographs or videos.
- I agree to protect and not share personal and/or identifying information (e.g. full name) that I learn about the mentee with whom I am matched or any children at the school.
- I agree not to take photos or videos of my mentee or any children at the school where I will volunteer unless their guardians have signed a release.

Questions between now and starting program in the fall?

Visit readahead.org/mentor-faq/ or contact Emily Williams at ewilliams@readahead.org

