

## Role Information

- **Days and hours:** 3.5 hrs per week - essential availability after school hours
- **Commitment:** Minimum of 4-6 months
- **Reporting to:** Youth Worker & Coach
- **Expenses:** Volunteers are entitled to travel expenses to and from the place of work (and lunch for each full day). Please note expenses will be reimbursed against receipts only

## About the role

We are looking for a dedicated mentor to pair up with a young person from the Latin American Youth Forum (LAYF) and deliver a programme of 8-12 mentoring sessions focusing on the personal, educational and professional development of each mentee. LAYF works with recently arrived Spanish/Portuguese speaking young people aged 13-19 years old and offers a dynamic and interactive programme of activities including 1) Targeted ESOL Classes (basic and intermediate level), 2) Creative/Skills Building Workshops, 3) Individual Education and Employment Mentoring. At LAYF we focus on 6 pillars: identity, relationships, mental health/wellbeing, education, career path and rights as migrants. You will be supporting young people in exploring these 6 aspects of their life through individual one to one weekly mentoring sessions.

The mentor must be able to deliver the weekly sessions from our offices in Brixton. Flexibility to work remotely is required if the young people can't make it to the venue.

## Main tasks and responsibilities

- Schedule sessions with young people and plan weekly mentoring sessions.
- Keep accurate notes of the progress made in the sessions and support mentees by doing research on the topics and themes that are relevant for them.
- Update the LAYF Mentoring Toolkit with new relevant resources and material.
- Record the sessions on IRMO CRM Database
- Regularly meet with the Youth Worker & Coach to check on the progress of mentees.

## Person specification

- Fluent in English and Spanish is essential, Portuguese desirable;
- Confidence in working in a multicultural and multilingual environment;
- Strong interest and experience in working with young people in creative and/or educational setting;
- A warm, friendly, patient, enthusiastic and empathetic approach towards young people with complex needs;

- Ability to communicate appropriately to diverse audiences and to work effectively
- with a diverse demographic of service users, staff and external visitors;
- Good time management and organisational skills;
- Ability to set own work priorities, take initiative and work with minimal supervision;
- An understanding of safeguarding and commitment to promoting children's welfare;
- Be committed to the principles of equal opportunity in the workplace.

## **Additional Requirements**

- Two references from current/previous employers;
- Enhanced DBS Check (completed through IRMO);
- Safeguarding Level 1 certificate (completed through IRMO);
- One month trial period.

## **Benefits from Volunteering at IRMO**

- Gives the opportunity of helping others and to give back;
- Creates an ideal space to learn new skills in a multicultural, cooperative and inspiring environment;
- Get involved with the Latin American Community and increase knowledge of the experiences of Latin American migrants in the UK;
- Helps to gain experience and strengthen previous skills to face UK's competitive job market;
- Enhance CV and get references (after at least 3-month period);
- Participate in training sessions with high quality learning outcomes (in-house and external) in areas related to the role;
- Receive regular supervision and support.

Click [here](#) to find out more about us



**THANK YOU FOR YOUR SUPPORT**