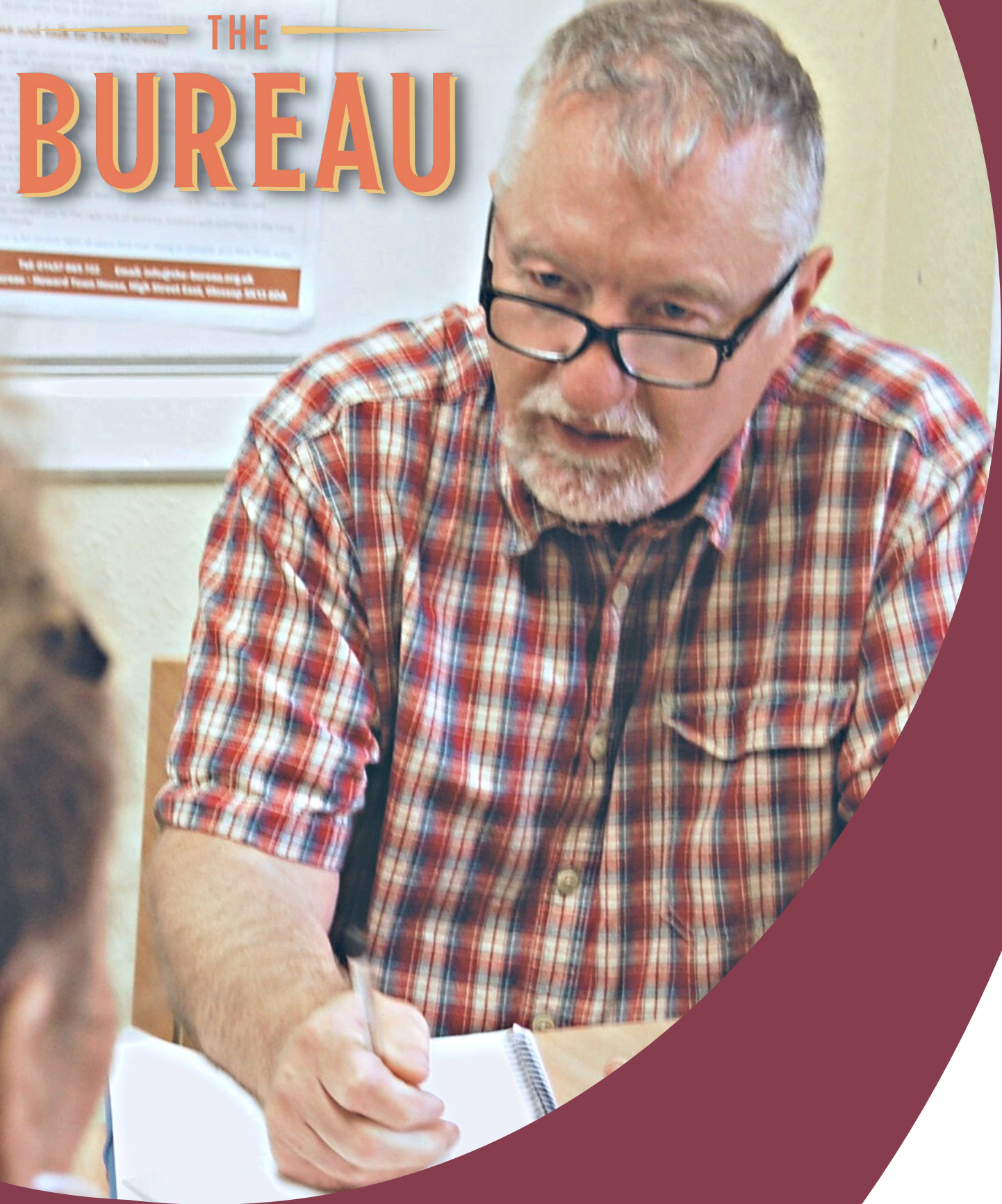


THE
BUREAU



LIFE SKILLS MENTOR

2021/2022
VOLUNTEER
PROSPECTUS

LIFE SKILLS MENTOR

What will I do?

Our Life Skills Project works with learners who have lost their confidence, suffer from anxiety and face complex challenges in their lives: such as mental ill health and recovering from alcohol and substance misuse.

As a Life Skills Mentor you will support, guide and encourage the mentee on a journey to achieve a goal

The goals may include: becoming a volunteer, doing online training, joining meaningful community based social groups, developing friendships, joining educational courses, progressing towards work and gaining paid employment

A Life Skills Mentor will act as a positive role model, help motivate a mentee and support them to build their confidence

Where will I be?

Preferably outside of the client's home at mutually agreed locations. Meeting through digital applications such as Zoom can also be considered, where applicable.

What will my responsibilities be?

- Provide support through one-to-one mentoring
- Support and encourage clients to achieve individual goals
- Act as a positive role-model
- Help build self-esteem, confidence and motivate the client
- Establish and maintain boundaries
- Mentors must adhere to all of The Bureau's policies and procedures
- Maintain regular communication with the Volunteer Connections Lead.

How much time is required of me?

Outside of the time required to fully train a Life Skills Mentor, the time spent with your mentee is flexible; on average it is a meeting very 2 weeks and on average 10 meetings in total.

What support will I receive?

Training is provided to all our volunteer Life Skills Mentors, 4 sessions normally, and ongoing support is on hand at all times

All volunteer Life Skills Mentors will take part in a full induction program including Safeguarding, Confidentiality & Boundaries training and other training.

For further details or to apply, please contact 01457 865722 or email Fi@the-bureau.org.uk



Ed Kelly
Life Skills Lead

As the lead for the Life Skills project, Ed oversees the training, management and facilitation of Mentors so as to meet clients needs. Ed has an expansive history working with disadvantaged member of the community.

If you need to contact Ed, you can call the office on 01457 865722, or email Ed@the-bureau.org.uk

"It has been great to be able to support others and learn myself, it is wonderful to see the development of learners."

Life Skills Mentor

"Life Skills has given me confidence in myself to do things I thought I couldn't do"

Life Skills Learner

"Life Skills is amazingly supportive to the learners, I see a change in every session, with major improvements in their ability to communicate and to interact."

Life Skills Mentor

THE
BUREAU