

## **Job Title: Power Partner (Personal Mentor)**

**Reports To:** Executive Director

**Job Type:** Part-Time/Evenings/Contract

### **Job Overview:**

The Power Partner provides one-on-one mentorship to youth in need of personal development and guidance. They are responsible for building meaningful relationships, creating individual and family development plans, and tracking mentee progress over a six-month period.

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### **Key Responsibilities:**

- **Direct Mentorship:**
    - Pick up and drop off mentees safely from their homes.
    - Spend a total of 3 hours per week with each mentee (two sessions per week, 1.5 hours each).
    - Engage in meaningful, educational, and character-building activities during sessions.
  - **Planning & Development:**
    - Develop and maintain individual and family mentorship plans with actionable goals tracked over a six-month period.
    - Collaborate with mentees' families to align on development goals.
  - **Documentation:**
    - Take detailed session notes for each mentee and enter them into the designated portal promptly.
  - **Safety & Compliance:**
    - Ensure safe pick-up and drop-off procedures are followed.
    - Adhere to all WillPower guidelines and child safety protocols.
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### **Qualifications:**

- High school diploma or equivalent; associate degree preferred.
  - Prior experience mentoring or working with youth is a plus.
  - Strong communication and interpersonal skills.
  - Reliable transportation and valid driver's license.
  - Must pass a background check.
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## **Job Title: Character Champions (School-Based Mentors)**

**Reports To:** Character Coach

**Job Type:** Part-Time/Contract

### **Job Overview:**

Character Champion provides support during school-based group sessions focused on character building and development. The character champion collaborates with the Character Coach to deliver engaging and transformative lessons across three schools.

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### **Key Responsibilities:**

- **Program Support:**
    - Attend and actively participate in school-based morning group sessions Monday through Thursday.
    - Total of 6 hours per week across three schools.
  - **Lesson Delivery:**
    - Collaborate with the Lead MG to deliver character-building lessons.
    - Actively engage students to foster a positive and inclusive learning environment.
  - **Professionalism:**
    - Arrive at schools on time and leave on time as scheduled.
    - Build respectful and collaborative relationships with school staff.
    - Follow all school district-related policies and procedures, as well as WillPower's policies.
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### **Qualifications:**

- Experience working with youth in educational or mentorship settings preferred.
  - Strong communication and collaboration skills.
  - Ability to maintain professionalism and respect in school environments.
  - Punctuality and reliability are essential.
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## **Job Title: Character Coach**

**Reports To:** Executive Director

**Job Type:** Part-Time/Morning-afternoon/Contract

### **Job Overview:**

The Character Coach is responsible for planning, creating, and implementing school-based character education curriculum. This role includes managing program rosters and records, fostering student character transformation, and serving as the primary liaison between the school and WillPower.

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### **Key Responsibilities:**

- **Curriculum Development:**
    - Plan, create, and implement engaging character-building lessons for school-based programs.
    - Ensure lessons are aligned with targeted goals for character education and transformation.
  - **Leadership & Collaboration:**
    - Manage program rosters and maintain accurate student records.
    - Collaborate with the WillPower MG team and school-based staff.
    - Provide direction, communication, and support to the mentorship team.
  - **Liaison Duties:**
    - Serve as the primary on-site liaison between the school and WillPower.
    - Foster strong relationships with school administrators and staff.
  - **On-Site Responsibilities:**
    - Be present at the school for 10 hours per week (2 days a week, 5 hours each day).
    - Conduct classroom visits and one-on-one 15-minute sessions with students.
    - Maintain and submit detailed notes from one-on-one meetings.
  - **Reporting:**
    - Submit weekly reports on student progress and program updates to the Director of Program Quality.
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### **Qualifications:**

- Bachelor's degree in education, social work, or a related field preferred.
- Experience in mentoring, teaching, or youth development required.
- Strong leadership and communication skills.
- Ability to manage records and track student progress effectively.
- Professional demeanor and ability to collaborate with diverse stakeholders.