



Position Title	<i>Life Coach for Bridges Program</i>
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Organizational mission

Our mission is to assist early career scientists from underrepresented communities with mentoring programs and scholarships to promote diversity in the sciences to further equity, international collaboration, and innovative research.

Position

The volunteer life coach provides coaching and mentorship to Bridges program participants. Coaching would take place for a three-month period.

Tasks

- *Help clients identify and take action on personal and career goals*
- *Assist clients in identifying barriers and creating problem-solving strategies*
- *Develop clients' internal motivation*
- *Hold clients accountable for taking action through regular meetings*

Skills

Required:

- *Conducting client sessions either in groups, by phone, webinars and/or video conferencing*
- *Utilizing focused questioning techniques to aid clients in developing actionable goals*
- *Listening actively to client concerns while providing helpful and positive feedback*
- *Empowering clients to make life-changing decisions by providing appropriate and specific evaluation, analysis, and problem-solving techniques*
- *Bachelor's Degree in Psychology or related field*

Preferred:

- *Experience coaching in multi-cultural workplace and using technology*

- *Experience with group coaching*
- *Proficient in Portuguese and English*
- *Located in the US or Brazil*

Setting

All work is remote and requires internet access across international time zones.

Schedule

Volunteers work on an as-needed basis as their personal schedules allow. To stay current with programs and services, we request that all volunteers attend regular company meetings. We also ask for a commitment to work with our organization for at least one year.

Training and Supervision

This position is housed under the President and Founder's supervision. Supervision and feedback are informal, as we are a small organization.