



# CAREER-BASED MENTORING COORDINATOR

If you are interested in leading and helping young people to achieve their career aspirations, then this is the role for you!

## THE COMMITMENT

- A minimum of 1 year.
- A minimum of 1hr/week throughout the year.
- A minimum of 2 career-based events per academic year.
- Flexible.

## DUTIES

- Lead Life Beacon's career-based mentoring scheme.
- Collect, relay information and feedback to the Peer Mentor Executive.
- Plan and organise career-based roadshows and events.
- Continuously find ways to improve the effectiveness of career-based mentoring.

## BENEFITS

- Develop leadership skills through coordinating the career-based mentoring scheme.
- Improve organisational, time management and administrative skills.
- Build a relationship with volunteers.
- Improve verbal and written communication skills.
- Develop networking skills.
- Be able to support students and make a positive impact in the world.

## REQUIRED EXPERIENCE/ATTITUDE

- No previous experience is needed although it can be beneficial.
- A friendly and enthusiastic attitude.
- Willingness to go above and beyond for others.
- Have a non-judgemental and approachable attitude.
- Basic time-management and organisational skills.
- An ability to communicate with people from diverse backgrounds.
- Be reliable, punctual and responsive.

Make a difference in the life of young people by joining our volunteering programme!

Apply for this role using this link: <https://forms.gle/xb7ViyinappGsn8R8>

**VISIT [LIFEBEACON.ORG](https://www.lifebeacon.org) FOR MORE ABOUT THIS PROGRAMME**