

# • volunteer

Kaposia invests in the prosperity of people with disabilities and the profitability of our partners.

## Mentor

**Purpose:** The Mentor will interact with and assist individuals with disabilities who are currently employed or seeking employment. A Mentor gives advice, encouragement and feedback regarding job hunting, acclimation to a new job, and long term success.

**Responsibilities and Duties:** A Mentor is assigned to spend time listening, answering questions, and giving suggestions to one job-seeker or employee as he or she works through issues surrounding success in today's workforce. A Mentor also gives encouragement, showing faith in their mentee's skills and ability to succeed. Finally, a Mentor gives practical and positive suggestions for change, and points to accessible resources for further information.

A Mentor is assisted by and defers to Kaposia staff regarding medical, emotional or personal care of individuals.

**Reports to:** Their mentee's Kaposia Employment Consultant

**Location:** The Mentor can coordinate with their mentee to schedule meetings in public locations that are convenient for both.

**Time Commitment:** One hour every two weeks for one year.

**Qualifications:** Dependability, pleasant manner, patience. Exemplary employment record.

**Age Requirement:** 21 or older

**Support:** Training for this position will be provided; including information on vulnerable adult policy, safety & emergency procedures, and data privacy.

**Security Checks Required:** MN Department of Human Services Background Study

**Dress Code:** Casual



apply: [www.kaposia.com/volunteer](http://www.kaposia.com/volunteer)