

MENTOR POSITION DESCRIPTION

PROGRAM DESCRIPTION:

Mission Statement: "Women Walking Together in Biblical Relationship to the Glory of God"

The Gateway Women's Mentoring Ministry equips women who have the heart to invest in the spiritual growth of other women in our church by providing relational support through encouragement and listening.

MENTOR POSITION DESCRIPTION:

- Each mentor will serve as a part of a team that works together in being matched with one mentee at a time.
- The mentor will commit to spend at least a minimum of 6 to 12 months of consistent time in her role. After serving for 12 months, the mentor can re-apply to continue in her role or choose to take a personal break for a while.
- The mentor is encouraged to supplement additional contact time with her mentee through other forms of communication (i.e., weekly text, email, a letter, or a card).
- The goal of the mentor's contact with her mentee is to establish a relationship of support and guidance by investing her time, being a good listener, and building trust to share the love of Christ with the mentee.

RESPONSIBILITY / COMMITMENT:

- Each mentor will complete an application followed by an interview for selection by the Mentor Ministry Leadership Team.
- Each mentor will complete a one-day intensive pre-service training before assuming her role as a mentor.
- Each mentor will meet with her mentee for a minimum of 2 face-to-face contacts per month (i.e., in person, by video, or facetime).
- Each mentor will participate in (bi-monthly) mentor-mentee activities (such as game night, etc.).
- Each mentor will participate in (monthly or bi-monthly) group in-service supervision / training.
- Each mentor will participate in our Semi-Annual goal-setting meeting with the Mentor Ministry Leadership Team.
- Each mentor will participate in our Annual Mentoring Celebration Banquet.

SUPERVISION / SUPPORT SCHEDULE

- **During the first month** of service, each mentor will participate in a **phone check-in** with the **Lead Mentor Advisor** after each **face-to-face contact** with her mentee to receive supportive feedback and encouragement.
- **After one month**, the **phone check-in** with the **Lead Mentor Advisor** will become a **monthly check-in**.
- Each mentor will submit a **monthly progress report** to the **Lead Mentor Advisor**.