



SHIELD Advisory Council Member

SHIELD Mentor Program is a 501(c)3 organization that strongly believe that all youth should be mentored. Youth live in a world full of wonderful opportunities; the goal is to give them proper guidance to obtain them. The need of leadership development is essential for every youth, despite their background. The structure of the mentoring programs creates an atmosphere that is designed to decrease limitations in the lives of young people to help them become more likely to fulfill their highest potential. Our mission is to **Strengthen, Help, Inspire and Encourage Leadership Development** by delivering structured mentoring activities and programs for young people.

POSITION TITLE:	SHIELD Advisory Council Member
REPORTS TO:	Executive Director
EMPLOYMENT STATUS:	Volunteer
SALARY:	This position is unpaid
TIME COMMITMENT:	Monthly meetings. Available to provide one year of service.

Position Description: Provide informed input to the organization on program activities to support and advocate for mentors and mentees.

Primary Duties and Responsibilities:

- Serve as a sounding board, offer ideas and expertise, give honest advice and contribute to the program's well being
- Provide guidance and recommendations that helps staff solve day-to-day problems
- Advocate for the program and increase its visibility, both internally and externally
- Offer a forum for program stakeholders— parents and community members—to communicate their opinions, share their expertise, and coordinate services
- Act as a link between program operations and the board through a member who serves on both groups
- Help plan, secure in-kind donations and support for the Awards Ceremony in late-April
- Support events sponsored by SHIELD Mentor Program
- Anything else the SHIELD Advisory Council can think of - the possibilities are endless!

Qualifications:

- Must be 16 years and older to serve on committee
- Ability to make a one-year commitment
- Active participants in the promotion of youth mentoring
- Available to attend monthly meetings
- Support the mission and vision of SHIELD Mentor Program
- Have an invested interest in youth development and empowerment



Personal Characteristics:

- *Behave Ethically:* Understand ethical behavior and business practices, and ensure that own behavior and the behavior of others is consistent with these standards and aligns with the values of the organization.
- *Build Relationships:* Establish and maintain positive working relationships with others, both internally and externally, to achieve the goals of the organization.
- *Foster Teamwork:* Work cooperatively and effectively with others to set goals, resolve problems, and make decisions that enhance organizational effectiveness.
- *Lead:* Positively influence others to achieve results that are in the best interest of the organization.
- *Plan:* Determine strategies to move the organization forward, set goals, create and implement actions plans, and evaluate the process and results.

Time Commitment:

- Committee Meetings—monthly attendance. Minimum 90 minutes.
- Annual Awards Ceremony Event—held annually. Range of two to three hours. The SHIELD Advisory Council is responsible for money donations, event set-up, hosting clients, and clean-up. Support is provided by staff and others.

How to Apply:

- Applicants may email a resume, cover letter, and three personal reference letters with the subject line **SHIELD Advisory Council Member** to Precious McKoy at mckoy@shieldmentor.org. Only complete applications will be reviewed.

Deadline:

- Open until filled.