

# TALENT MATCH MENTOR

## ROLE DESCRIPTION

Youth charity The Prince's Trust helps disadvantaged young people to get their lives on track. We support 13 to 30 year-olds who are unemployed or at risk of unemployment through underachieving in education. Three in four young people supported by The Prince's Trust move into work, education or training, and we could not achieve this without the valued support of our 6000 volunteers.

Many of the young people we support are overcoming difficulties such as a record of offending, a life spent in care, long-term unemployment, having no qualifications, poor basic skills or little confidence. Volunteering with The Prince's Trust can therefore be highly rewarding and challenging.

Talent Match is a £100 million Big Lottery Fund investment project to help long-term unemployed young people, aged 18-24, to gain employment across England. Its aim is to ensure that the skills and experience of the voluntary and community sector can be used to help tackle youth unemployment and it has been designed by young people, for young people. Talent Match, in partnership with voluntary, public and private sector organisations and young people panels, will deliver local employment solutions in response to local needs. In particular, it will work closely with local businesses to develop opportunities for young people to access jobs. To find out more about this innovative investment initiative, go to [www.biglotteryfund.org.uk/talentmatch](http://www.biglotteryfund.org.uk/talentmatch)

## WHAT DOES THE ROLE INVOLVE?

As a Talent Match Mentor you'll make a real difference to the lives of young people by providing them with one-to-one support, guidance, encouragement and inspiration. The young people who participate in Talent Match may or may not have participated in a Prince's Trust programme. The young people you will work with have been referred to Talent Match for help with moving their lives forward and achieving their goals to progress them into employment. They will be aged 18-24 who are living in 'hot spots' of high unemployment, and who have been unemployed for more than 12 months.

This role will involve:

- attending a mentoring workshop during which you will learn more about the mentoring process, meet with your young person and develop an action plan which will help support them to move into employment.
- meeting on a regular basis with a young person from The Prince's Trust client group and helping them to identify goals and work towards them.
- providing the young person with focus and support to move into employment.

- providing guidance on employability and job search issues, including supporting with CV writing, completing application forms and job interview preparation
- providing the young person with motivation and encouragement when they are in work or training
- where necessary, supporting them with other issues such as housing, benefits or childcare by signposting them to other services and sources of support, both within The Prince's Trust and externally
- staying in touch regularly with your Prince's Trust contact
- completion of paperwork relating to the project including a report after each meeting with the young person
- adhering to the relevant policies and procedures of The Prince's Trust, including our Health and Safety, Safeguarding, Equality and Diversity and Confidentiality policies

Being a volunteer for The Prince's Trust means that you can proudly say you are part of the UK's leading youth charity, helping to change the lives of disadvantaged young people. As one of our amazing volunteers you'll also benefit from:

- the opportunity to develop skills and knowledge relating to working with young people
- the opportunity to take on a new challenge and make a difference to the lives of young people in your local area
- reimbursement of expenses in accordance with our volunteer expenses policy

## **HOW MUCH TIME DO I NEED TO GIVE?**

As a Talent Match Mentor, you'll ideally commit to support The Prince's Trust for around four to six hours per month for a minimum of one year. As part of the matching process you will be required to attend a Mentoring workshop (Approximately 3 hours) as well as the training (outlined below). You will mentor each young person for up to six months at which time this will be reviewed. Meeting times can be flexible.

## **WHAT SKILLS DO I NEED?**

The Prince's Trust is committed to equal opportunities and welcomes applications from all sections of the community. You don't need to have experience of mentoring to volunteer in this role, but ideally you should be able to demonstrate:

- understanding of the issues facing The Prince's Trust target groups
- an ability to relate to and empathise with young people
- excellent interpersonal and communication skills, especially listening skills
- a non-judgemental, patient, positive and supportive attitude
- reliability
- understanding or experience of job searching, CV writing and interview preparation
- understanding of the importance of maintaining professional boundaries in a mentoring relationship
- willingness to undergo a DBS check (or equivalent in Scotland or Northern Ireland)



Prince's Trust

**VOLUNTEERS**

Our values are: **approachable, non-judgemental, inspiring, empowering and passionate.** These are integral to what we do and how we do it, and we expect all staff and volunteers to uphold them in their work with young people.

## **WHAT TRAINING AND SUPPORT WILL I GET?**

You will receive training and support to carry out your role. All volunteers are required to attend a minimum of two days of mandatory training on working with our young people and mentoring skills, as well as additional training and ongoing refresher training as required. All volunteers will also undergo an annual review.

## **HOW DO I APPLY?**

Complete our volunteer application form, which can be found on our website, [princes-trust.org.uk/volunteer](https://princes-trust.org.uk/volunteer) or call 0800 842 842 to request a paper copy of the form. All successful applicants will be expected to attend an interview and training before being appointed.



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**MENTORING HAS ENABLED ME TO USE MY SKILLS, KNOWLEDGE AND EXPERIENCE TO SUPPORT AND EMPOWER YOUNG PEOPLE TO FULFIL THEIR ASPIRATIONS.**

- **MARCIA FORBES, PROGRESSION MENTOR**

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To find out more about Progression Mentoring at The Prince's Trust, read Marcia's story here, [princes-trust.org.uk/Marcia](https://princes-trust.org.uk/Marcia)