

# Volunteer Mentoring Program Role Description

Date: [Insert Date]

Dear [Volunteer Name],

We are thrilled to have you join the Volunteer Mentoring Program! Below is a detailed description of your role as a mentor:

## Role Title: Volunteer Mentor

### Purpose:

To provide guidance, support, and encouragement to mentees in their personal and professional development.

### Responsibilities:

- Meet with assigned mentees regularly to discuss goals and progress.
- Offer advice on academic and career pathways.
- Share personal experiences and insights.
- Encourage mentees to develop their skills and confidence.
- Provide resources and networks to assist mentees.

### Requirements:

- Commit to a minimum of [insert time commitment] hours per month.
- Participate in training sessions.
- Maintain confidentiality and professionalism.

### Support and Resources:

As a mentor, you will have access to training materials, mentorship guidelines, and support from program coordinators.

Thank you for being a vital part of our community and for your dedication to mentoring. We look forward to your contribution to the program.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]