Mental Wellness Starts With Friendship

Join Our Team!
School-Based Mentoring Specialist (Part Time)

ABOUT US:
Since 1985, Compeer Buffalo has been providing social support in the form of friendships, to individuals (age 6 and up) who are striving for mental wellbeing. We know that friendship decreases loneliness and isolation, therefore we offer 1:1 friendship, social engagement activities, school-based mentoring, and mental health education in our community. Compeer Buffalo is also the headquarters for 40 affiliates internationally.

At Compeer Buffalo, we are committed to fostering a welcoming and respectful workplace that reflects our core values of Mental Wellbeing, Inclusion, Trust & Transparency, Integrity, and Curiosity. We welcome candidates from all backgrounds and experiences to apply.

POSITION DESCRIPTION:
The part-time School-Based Mentoring Specialist will work 3 weekdays per week for up to 20 hours and is responsible for maintaining a strong relationship with Lake Shore Central School District and overseeing the day-to-day coordination of the school-based mentoring services within the district. The Specialist is supervised by the Youth Program Coordinator and collaborates with and supports college interns and other team members to achieve program goals.

ESSENTIAL FUNCTIONS:

- Oversee 4-8 college interns who are serving as mentors to middle and high school students
- Build and maintain strong partnerships with collaborative school district staff
- Coordinate and communicate mentoring schedules
- Communicate regularly with school district staff regarding student referrals, schedules, absences, progress in the program, etc.
- Serve as a positive role model for college interns (mentors) and for middle and high school students
- Fill in with student mentoring groups as needed in an intern's absence
- Support interns in organizing student 1:1 and small group sessions, setting up their space, completing pre and post surveys, calling parents/guardians, sending out monthly parent/guardian updates, and ordering supplies
- Support interns in adapting their evidence-based curriculum to meet individual student/group needs
- Actively engage in student 1:1 sessions and small group activities
- Problem-solve challenging scenarios with interns and school district staff
- Provide regular programming updates to the Youth Program Coordinator
- Facilitate and participate in weekly school-based mentoring team meetings
- Work in partnership with other School-Based Mentoring Specialists

EDUCATION & EXPERIENCE:
- Minimum of an Associate's degree in human services, psychology, social work or related field.
- At least 1 year of experience working in mental health services, preferably with youth.
- At least 1 year of experience working in a school setting.

KNOWLEDGE, SKILLS & ABILITIES:

- Commitment to the mission and values of Compeer Buffalo, including a passion for making a positive difference in the lives of others.
- Strong interpersonal and communication skills, with the ability to build positive relationships with program participants, mentors, community partners, and other stakeholders.
- Excellent organizational and time management skills, with the ability to manage multiple tasks and priorities simultaneously and meet deadlines.
- Ability to work independently and as part of a team, with a positive and collaborative attitude.

LOCATION:
Primarily based at Lake Shore Central School District (Middle School and High School), with regular work at Compeer Buffalo's Kenmore office.

PAY RATE:
$20.00 per hour

Job Type: Hourly, Non-Exempt	**Hours/Days:** Most shifts will take place between the hours of 8:30am-2:30pm Monday-Friday.

APPLICATION:
Please apply to staff@compeerbuffalo.org

Screening and interviews will happen on a rolling basis until the position is filled.