

## Mentor Position Description (Volunteer)

Volunteer Mentors will be required to spend one - two hours per week (post L2P Program recruitment process) with a learner driver. The mentoring session times will need to be negotiated between the Volunteer Mentor, the Learner Driver and the L2P Coordinator. Volunteer Mentors and Learner Drivers will be matched based on life experience, compatibility and availability. Volunteer Mentors and Learner Drivers will follow the program structure, adhere to all program policy and procedures and work toward goals as set by, and in conjunction with, the L2P Coordinator. Where any problems or issues arise the Volunteer Mentor and the Learner Drivers are expected to communicate with the L2P Coordinator to seek support and solve these issues.

### Role summary

- To assist learner drivers in gaining supervised, on the road, practical driving experience.
- To develop and maintain a purposeful, empowering, supportive and ongoing relationship with a young person throughout the duration of the program.

### Responsibilities

- Act in the role of a supervising driver and help the young person gain the necessary 120 hours of driving experience prior to going for their probationary licence.
- Build a positive relationship with the learner driver, be a positive role model and provide non-judgemental support to the learner driver.
- Meet with the matched learner driver regularly for driving sessions.
- Provide regular feedback to the L2P Coordinator on the progress of the learner driver and the program.

### Accountabilities

- The mentor will be required to adhere strictly to the program Mentor Code of Conduct and attend prescribed training.
- The mentor will be required to implement the prescribed approach to learning to drive as outlined in the training i.e., a staged approach to learning to drive.
- To liaise with the learner driver and book in driving sessions regularly using the outlined booking procedure and to inform the L2P Coordinator of all driving activity including booking cancellations.
- To ensure that the car is inspected prior to every driving session, left tidy at the end of each lesson and to fuel up the car if tank is less than half full.
- To inform the L2P Coordinator of any car maintenance issues.
- To assist with the completion of learner log book or MyLearners app entries.

### Key Selection Criteria

- Age 25 years and over and hold a current full Victorian licence
- A minimum one-year commitment to the program
- Provide a minimum of 1 hour driving session per week to the program
- Good communication skills including a willingness to listen and learn
- Ability to motivate and inspire young people
- Self-awareness, compassion, empathy and reliable
- Be willing to obtain a Working with Children Check, National Police Check and Driver History Report