

Career Mentor

Provide a supportive and empowering relationship with one adult learner involved in Career Pathways, employment preparedness and/or employment retention.

Location: Varies depending on appointment between mentor and mentee

Qualifications:

- Sincere desire to be involved with an adult learner to help him or her achieve personal and career goals
- Commitment and passion for adults with internal and external barriers to steady employment and struggling to overcome personal obstacles
- Sensitivity to adults of different educational, economic, cultural or racial backgrounds
- Ability to establish a relationship based on equal responsibility and respect
- Ability to communicate with adults openly and non-judgmentally
- Have practical problem-solving skills and ability to suggest options and alternatives
- Possesses strong listening skills

Responsibilities:

- Attend mentor orientation and training session before meeting mentee
- Attend quarterly career mentor sessions
- Have bi-weekly contact with mentee to establish working relationship and to support mentee in employment and career goals
- Assist mentee in solving work-related issues, identify and remove barrier to employment and other problems that interfere with mentee's achieving employment and/or higher education success
- Keep accurate records of mentee interaction and progress as requested by HMC.
- Adhere to the HMC Core values
- Understanding Canadian workplace culture
- Identifying skills required by market demand
- Guiding through the licensing and accreditation process (if applicable)
- Improving professional terminology
- Mastering self-marketing techniques and confidence building
- Selecting technical skills upgrading programs and resources
- Locating publications and workshops on recent developments in the field of mentee
- Establishing professional networks
- Supporting and encouraging efforts to become professionally established
- Help make a difference in someone's life!

Benefits

- Gain personal satisfaction from enriching another individual's experience through leadership development
- Give back to your community through the support offered to newcomers who are internationally trained professionals by giving them hope and motivation for the future by supporting their professional growth
- Enhance coaching, feedback and existing leadership skills
- Exposure to new and different thinking styles, knowledge and perspectives

Clients

- Internationally Trained Professionals

Application Process

- Applying online
- One-on-One meeting
- Submission of resume, volunteer Application Form, valid police clearance, along with a personal interview
- Must attend the 1-2 hour training

Due to the nature of working with HMC Connections clients, a valid criminal record check for vulnerable populations will be required prior to volunteering. In addition, all applicants must attend training as needed. We ask for applicant's patience as these strict selection criteria and processes can take time to complete.

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