

***The Communication Ambassador Partnership of Martha's Vineyard
(CAP) seeks a Mentorship Coordinator for the school year***

About CAP:

The Communication Ambassador Partnership of Martha's Vineyard (CAP) is a non-profit 501(c)(3) organization founded in April 2020 to promote language access for all on Martha's Vineyard, break down the barriers of inaccessibility to resources, information, and opportunities, and build communication bridges between English speaking and multilingual community members.

About CAP Stepping Stones Mentorship:

Communication Ambassador Partnership of Martha's Vineyard (CAP) Stepping Stones Mentorship program was created to support immigrant and first generation young adults with high school to career/college pathways. CAP Stepping Stones was developed to match immigrant/first generation young adults with community member mentors to navigate cultural and linguistic differences that may impact access to scholarships, post high school preparation, and planning opportunities while offering opportunities for mentees, mentors, families, and school staff to learn about how to support immigrant youth access to US higher education systems and community resources. Mentors guide young adults through the stepping stones of college and/or career planning while forming positive long lasting relationships.

Cap Stepping Stones Mentorship Coordinator Job description:

Job Responsibilities:

- Recruit mentors and mentees (Nov-Dec)
- Screen mentors and mentees
- Match mentors and mentees
- Plan for monthly meetings with CAP stepping stones mentorship committee
- Organize 3-4 mentorship events
- Regular communication with mentors, mentees, families, and MVYPS/MVALP staff
- Design an evaluation and evaluate the success of the mentorship
- Attend trainings

Required Qualifications:

Experience working with young adults
Excellent communication and collaboration skills
Excellent organizational skills
Strong technology skills
High School diploma or equivalent

Preferred Qualification:

Bilingual English/Portuguese
Experience with mentorships
Associates or Bachelors's degree

Compensation:

\$3500

Time frame: approximately 2-3 hours per week (more hours during recruitment/screening process and events)

Start date: Immediately

End date: June 30 2024

Interested?

Contact CAP at capmvy@gmail.com