

## **Blue & Gold 101 Mentors Job Description**

January 1, 2017

**Purpose:** Blue & Gold 101 Mentors hold a vital position in the lives of Freshmen at MC. As representatives, they are the face of Christ and also of MC. As B&G101 is a function of chapel, Mentors are expected to be spiritual leaders as well as student leaders.

### **Qualifications:**

1. Enrolled as a full-time student at MC for a minimum of one semester and maintain full-time status while serving as a B&G101 Mentor.
2. Have a minimum cumulative and semester GPA of 2.5 at the time of application and maintain a 2.5 GPA during his/her term of service as a B&G101 Mentor.
3. Be in good judicial standing with the University.
4. Have an active and growing Christian faith.

### **Responsibilities:**

1. Personal Character
  - Exhibit positive character traits (i.e. positive attitude, enjoys helping others, works hard, accepts positive criticism well, takes responsibility, follows through on commitments, etc.)
  - Maintain an exemplary Christian witness. Seek help when needed.
2. Mentoring Small Group Members
  - Actively cultivate a relationship with each small group member. Connect with each member outside of the regular B&G101 meetings.
  - Contact group members who missed a small group meeting soon after their absence.
3. Weekly Attendance
  - Be present and on time at every small group meeting on Tuesdays during chapel time.
  - Make arrangements for someone to lead your group if an emergency arises.
  - Be present and on time at every Mentor Meeting on Thursdays.
  - Keep accurate records of student attendance and turn in small group attendance by Thursday morning every week.
4. Session Preparation and Implementation
  - Be prepared to lead and follow the plan for each Tuesday's small group session.
  - Pray for and with your small group members.
  - Be responsible to make and check required assignments.
  - Attend and be actively engaged in all Mentor training sessions.
    - Spring Semester
    - Early Return in August
    - Weekly Thursday Sessions
5. Mentor-Sponsor Relationship
  - Meet together and establish a relationship before the Fall Semester begins.
  - Agree on how the Tuesday small group meetings will be managed. What are the expectations the Mentor has of the Sponsor and vice versa.
  - Welcome the Sponsor's participation as a group member and input as a resource person.

## 6. Training

- B&G101 Training will May 3-5, 2017. You will stay on campus and have time for training, getting to know one another, and preparing for your small group.
- Move back to campus on Friday, August 18th and attend B&G101 Mentor Training.

## 7. Welcome Week Particulars

- Assist new students with move-in on Saturday, August 19, rain or shine ☺
- Attend (and be on time to) all assigned Welcome Week Activities with your group.
- Learn the names of the students in your group!
- Communicate with everyone in your group at least twice during Welcome Week (phone call, note, Facebook, etc.)
- Make sure your group knows their way around campus and where their classes meet before classes begin.
- Be proactive about getting to know the students in your group and introducing them to others.
- Have fun!