

Scope of Work

Volunteer T4T Mentor – Teens for Tomorrow Program
8-10 hours per month

To apply, email Kaleigh Trammell at KaleighTrammell@QCCCommunityFoundation.org

- Support staff in the development and implementation of curriculum for youth philanthropy program
- Support T4T Members as they learn to
 - Assess community needs
 - Develop a grant program including criteria and application format
 - Fundraise and volunteer
 - Accept applications and make grant decisions
 - Carry out site visits at nonprofit applicants
 - Issue and present grants from the T4T endowment fund at the Community Foundation
- Coordinate with staff to determine the flow and content of each T4T meeting based on the prepared agenda and assist with the coordination of speakers as needed
- Co-facilitate monthly meetings of T4T with staff
- Using a youth-adult partnership model, build relationships and create opportunities for T4T members to develop their leadership skills and community knowledge
- Inspire and motivate students to be community leaders and philanthropists
- Availability to attend all nine T4T meetings (3-4 hours on Sunday afternoon, once a month), including prep time, special events, and one planning meeting per month
- A background check is required for this position

The ideal candidate would be:

- Aligned with QCCF mission and values
- Open-minded and ready to learn
- High-energy and enthusiastic about working with teens and building relationships
- Experienced or interested in youth-led movements
- Experienced in nonprofit work or other community involvement
- Committed to empowering youth to lead
- Comfortable leading a discussion and activities in a group setting
- Organized
- Creative