



Natural Born Champions: Senior Champ Mentor Job Description

Natural Born Champions Inc. is a community intervention program that aims to provide direct educational and workforce development enrichment resources and services to youth and families in Baltimore, Maryland.

NBC Senior Champ Mentor

Senior Mentor

Pay (Contractual)

Hourly

Job Overview

We are seeking responsible and reliable Senior Mentors to join our growing youth program. The NBC Senior Mentor position is a contractual position between September-June in 1 fiscal year. This position can be part-time or full-time and paid biweekly. In this position, you will work closely with a Lead Senior Mentor in supervising students and keeping them safe. Your duties include teaching mentees and life skills, overseeing and planning program activities and learning and implementing emergency protocol efforts to ensure the protection of students. You will also collaborate with other mentors, create lesson plans and activities, and may be asked to oversee participants in fun-filled projects.

Senior Mentor Specific Responsibilities:

- Organizing team games and icebreakers
- Leading activities such as crafts and art, demonstrating various techniques and encouraging children to come up with ideas
- Keep organized curriculum books
- Leading Activity Plans
- Tutor students in K-12th grade
- Facilitate Youth Mentor evaluations
- Communicate with parents, providing updates where required and answering questions about the program
- Providing guidance, motivation and support all visitors



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Key Responsibilities

Facilitate Program Activities

- Lead entrepreneurship, STEM, SEL, and recreation activities based on monthly themes.
- Organize and referee games (e.g., basketball, kickball) and lead arts/crafts or other creative projects.
- Support students in creating products/services for bi-monthly pop-up shops and school store operations.

Academic & Mentorship Support

- Tutor K–12 students in math, literacy, and other core subjects as needed.
- Serve as a role model by modeling positive behavior, strong work ethic, and leadership.
- Conduct youth mentor evaluations and provide feedback for growth.

Program & Family Engagement

- Communicate with parents/guardians when needed and encourage participation in monthly family workshops.
- Assist with field trips, community service projects, and special events.

Operational Duties

- Maintain organized curriculum binders and activity plans.
- Implement safety protocols and respond appropriately to emergencies.
- Support program documentation, attendance tracking, and inventory management.

Qualifications

- **Age:** 16+ (High school juniors/seniors, college students, and adults encouraged to apply)
- **Education:** High school diploma or equivalent (3.0 GPA required for high school applicants)
- **Experience:** Previous experience in youth programs, childcare, recreation, or mentoring preferred.

Skills:

- Strong leadership and teamwork abilities
- Patience, creativity, and problem-solving skills
- Comfort working with diverse student populations
- Effective communication skills
- Time management and reliability

Certifications: CPR/First Aid preferred (NBC may provide training)



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Transportation: Reliable transportation required (public transit acceptable)

Work Schedule by Program Type (*varies by site*)

- **Before School:** Monday–Thursday, 7:45 AM–9:05 AM
- **After School:** Monday–Thursday, between 2:00 PM–6:00 PM (varies by location)
- **No programs on school closures, inclement weather days, or NBC-scheduled breaks**

Compensation: \$15–\$18/hour, paid bi-weekly

Hours: Full-time or part-time, contractual (September–June)

Location(s): Harford County, Baltimore City, Baltimore County (*Specify preferred site in application*)

Training

Mandatory paid training begins **September 2025** and will prepare staff to lead activities, facilitate lessons, and manage student engagement aligned with the *NBC 25/26 SY Plan*.

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