



## **Project Manager of Young Mentors for Mexico**

### **Project Manager Responsibilities:**

- Coordinating internal resources for the execution of projects.
- Ensuring every student and volunteer have been paired on time.
- Help both the volunteer and the student settle their tutoring schedules and try to solve problems if any arise.
- Report progress of every paired tutor to your supervisor, the director of Young Mentors Program, once a week.

### **Requirements:**

- Passion for helping children.
- Fluent in Spanish.
- This position requires you to commit for at least one year.

### **Benefits of this position:**

- You will be invited to join our board of directors.
- You will be added to our leadership team on our website.
- You will gain volunteer hours doing the job.
- You will be qualified to apply for the President Volunteer Service Award after you volunteer for more 40 hours.





**Application Form:**

Name: \_\_\_\_\_ Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ School: \_\_\_\_\_

Previous volunteer or leadership experience, if any:

---

---

---

Tell us more about yourself:

---

---

---

What do you want to achieve by joining the WFCF?

---

---

How many hours a week can we expect you to dedicate to the WFCF: \_\_\_\_\_