

Opportunity Profile

Business Mentors



Role Title:	Business Mentors
Reporting To:	Sarah Connelly and Richard Sharp
Based at:	East and West Region
Commitment:	1-2 hours per week
Role Purpose:	<p>To mentor a person who wants to start their own business and has attended a Genesis business start-up programme.</p> <p>You will act as a positive role model and support residents who are setting up their own business in the early stages of development.</p> <p>To listen to the resident and provide accurate and appropriate advice, support and information.</p>
Tasks and Activities Include:	<p>As a business mentor you would be supporting a resident who has a business idea but needs help to turn it into a viable business.</p> <p>You will meet mentees face-to-face or if you are unable to meet you can email or telephone.</p> <p>You will act as a role model, and sounding board and provide practical and understandable examples and advice on successful business management.</p> <p>On average you will spend between 1-2 hours per week with the mentee over a 12 week period. After this period progress will be reviewed to see if ongoing support is required.</p>
What's in it for you:	All the materials and support you need will be provided and there will be the opportunity to share learning with other

	<p>mentors.</p> <p>You will gain excellent experience of supporting new business start ups and understand how a major London Housing Association is strategically tackling social and economic regeneration.</p>
Skills	<ul style="list-style-type: none"> • Business experience • Experience of setting up new enterprises from scratch. • A track record of supporting groups and individuals developing new enterprises. • Able to relate well to people and able to turn complex information into clear and concise information.
Training and Development:	<p>You will receive training on the work of the business enterprise training programme.</p> <p>You will receive training and a full induction from Genesis Community as part of our Volunteer policies and procedures.</p>
Equal Opportunities:	<p>Genesis Community seeks to reflect the diversity of the community it serves through its volunteer base. * See Genesis equalities policy.</p>
Confidentiality:	<p>You will be asked to sign a confidentiality form that outlines your responsibility to respect confidentiality on any matters in relation to your volunteering role.</p> <p>As part of the role you subject to satisfactory police clearance (CRB).</p>
Notes:	<ul style="list-style-type: none"> • You will be reimbursed up to £5.00 per day for food expenses • Reasonable travel expenses will be reimbursed.

For any questions on this form please contact Richard Sharp

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