

## MENTOR TERMS OF REFERENCE

### *Overview*

Entrepreneurship Lab seeks to find professionals who are committed and dedicated to the well-being of trafficking survivors. Entrepreneurship Lab mentors will be working closely with trafficking survivors in order to offer professional guidance and support.

### *Responsibilities*

- Commit to approximately two hours each month for 12 months in order to mentor a survivor of trafficking in the world of business
- Establish clear boundaries to develop a supportive, professional relationship that focuses on the mentee's career goals and in some cases, her progress towards becoming an entrepreneur or self-employed professional
- Negotiate meeting times and places that work for both mentor and mentee, as necessary
- Help set agenda and objectives, assessing progress during monthly meetings
- Propose contacts and resources that may further the mentee's professional goals
- Give encouragement and celebrate achievements
- Help mentee diagnose and resolve any setbacks or failures
- Be a role model in professional conduct and behavior

## Selection Criteria

### Required

- Entrepreneurial and/or professional work experience
- Willingness to meet with the mentee for an average of two hours a month over a year's time
- Primary residence in the greater NYC area during the 12-month mentoring commitment
- Some prior experience in volunteering and/or mentoring others
- Commitment to engage fully by listening and advising mentee
- Cross-cultural awareness and tolerance for difference
- Understanding of boundaries and limits in professional relationship
- Excellent references for moral character and personal values

### Preferred

- Any kind of background and/or experience in starting a small business or other venture.  
*NOTE: the venture need not have been a success.*
- Intuition
- Patience
- Good sense of humor
- Deep desire for impact

## Requirements

### Prior to start of mentoring

- Submit Entrepreneurship Lab Mentor Application, found at [rest.re/ELabMentor](https://rest.re/ELabMentor).
- Complete single phone interview with Restore ELab team member.
- Attend one mentor training session, available by recorded video conference.  
— Mentor Training sessions will be held in the evening (exact dates TBD).
- Complete required background check. This is a simple 10-minute form that is completed online. Website link will be provided.

### During Entrepreneurship Lab (All Dates and Locations TBD)

- First mentor-mentee meeting
- Graduation ceremony

### After Entrepreneurship Lab

- Schedule and attend monthly meetings with mentee. These can also be arranged via phone or video conference.
- Attend two in-person cohort meetings at 6-month mark and end of mentoring commitment (details TBD).