



## Mentor Position Description (Volunteer)

The TAC L2P program sees volunteer mentors (acting in the role of supervising drivers) matched with young learner drivers to assist them in gaining on the road driving experience in an automatic vehicle that is provided through the program.

### Role summary

- To assist learner drivers in gaining supervised, on the road, practical driving experience.
- To develop and maintain a purposeful, empowering, supportive and ongoing relationship with a young person throughout the duration of the program.
- Mentors with extensive experience working with youth, especially those with higher needs, may be suitable to become an Enhanced mentor

### Reports to

Frankston L2P Project Officer

### Responsibilities

- Act in the role of a supervising driver and help the young person gain the minimum 120 hours of driving experience (or minimum of 40 hours for learners between the ages of 21-23 years) prior to going for their probationary licence.
- Build a positive relationship with the learner driver, be a positive role model and provide non-judgemental support to the learner driver.
- Meet with the matched learner driver regularly for driving sessions.
- Provide regular feedback to the L2P Project Officer on the progress of the learner driver and the program.
- Attend occasional drives with the learner and their professional driving instructor

### Mandatory Training

- Full day pre-induction training facilitated by the Department of Transport & Planning (DTP)
- Child Safe training facilitated by Frankston City Council
- Cultural Awareness training organised by Frankston City Council (facilitator as available)
- Refresher mentor training every 3 years facilitated by DTP

### Supplementary training (optional)

- Additional training opportunities are available to mentors throughout the year

### Accountabilities

- The mentor will be required to adhere strictly to the program's Mentor Code of Conduct and attend prescribed training.
- The mentor will be required to implement the prescribed approach to learning to drive as outlined in the training.

- To liaise with the learner driver and book in driving sessions regularly using the outlined booking procedure and to inform the L2P Project Officer of all driving activity including booking cancellations.
- To ensure that the car is inspected prior to every driving session, left tidy at the end of each driving session and to fuel up the car if tank is ¼ full.
- To inform the L2P Project Officer of any car maintenance issues.
- To assist learner record driving hours with the completion of myLearners app or log book entries

### **Key Selection Criteria**

- Age 21 years and over and hold a current full Australian licence
- A minimum one-year commitment to the program
- Provide a minimum of 1 hour driving session per week to the program
- Good communication skills including a willingness to listen and learn
- Ability to motivate and inspire young people
- Motivated, reliable and confidential
- Self-awareness, compassion, and empathy
- Have (or willing to obtain) a current Working with Children Check and National Police Check
- Be prepared to obtain a Driver History Report if flagged by the L2P/VicRoads database
- At least two references must be provided, one professional reference would be recommended.