

Mentor Outreach Officer (US)

Do you want to join a fast-paced, international, student-led, social impact charity? Are you looking for meaningful voluntary experience and a community of like-minded, ambitious people?

The following roles are open for a friendly, organised, and hard-working individual studying at one of these universities to join us and grow our community of mentors 1) at your University, and 2) at our other active universities around the world!

- Harvard University (Mentor Outreach Officer - Harvard)
- Massachusetts Institute of Technology (Mentor Outreach Officer - MIT)
- Columbia University (Mentor Outreach Officer - Columbia)
- Stanford University (Mentor Outreach Officer - Stanford)
- Brown University (Mentor Outreach Officer - Brown)
- University of Pennsylvania (Mentor Outreach Officer - UPenn)
- Yale University (Mentor Outreach Officer - Yale)
- New York University (Mentor Outreach Officer - NYU)
- Dartmouth College (Mentor Outreach Officer - Dartmouth)
- Princeton University (Mentor Outreach Officer - Princeton)
- UCLA (Mentor Outreach Officer - UCLA)
- UC Berkeley (Mentor Outreach Officer - UC Berkeley)

Responsibilities include:

- Recruiting new mentors at your university by talking directly to other students, and by engaging with student societies (e.g. getting our mentor opportunity shared via their mailing lists).
- Spreading awareness of Project Access at your university by organising on-campus events among the wider student population (at least once per term/semester).
- Engaging our current mentor community at your university by organising meet-ups for existing Project Access mentors.
- Driving university partnerships by contacting staff at your university and our other active universities, asking them to advertise the opportunity to mentor at Project Access.
- Reaching out to potential mentors at universities with the greatest mentor demand using social media (Instagram, LinkedIn, TikTok etc.), and email.
- NOTE: you'll need to reach out to students at any of our active universities (demand is especially high for graduate mentors and mentors at US universities).
- Creating resources about your university on our mentorship programs that can be shared with our mentees and mentors.
- Using our internal data dashboard to identify our current mentor needs, i.e. the subjects for which we most need mentors from your university. Prioritising mentor recruitment and other campus activities accordingly.

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The ideal applicant is...

- [ESSENTIAL] Currently studying at one of the above universities.
- [HIGHLY DESIRABLE] Graduating in 2027 or later.
- A driven, pro-active, and sociable individual who enjoys working with people.
- Comfortable building a community and being a Project Access spokesperson on campus.
- Comfortable contacting university representatives to promote the opportunity to become a Project Access mentor among their students.
- Comfortable doing online outreach to students at other universities.

You will get...

- The chance to improve your communication and organisational skills.
- To build a great community of talented and ambitious students.
- To spread awareness of our mission to get students from underrepresented backgrounds into their dream universities.

The position is an unpaid, volunteer role that will require 3-5 hours of work per week, with flexibility during busy times of year (e.g. during exams).

If you have any questions, please do not hesitate to get in touch with Eliza, our Global Director of Mentor Outreach (eliza.wapperom@projectaccess.org)