



Volunteer Position Description Expert Budget Mentors for Homeless Families

Purpose: Through our Transitional Housing Program, Community Lodgings works intensively with homeless families to help them reach self-sufficiency. As part of the road to independence, we require adults in our Transitional Housing Program to work with expert Budget Mentors recruited from local banks. Meetings are scheduled based on availability of families and volunteers.

Location: Budget Mentors meet with program participants in our administrative office which is located at 3912 Elbert Avenue, Suite 108 in Alexandria's Arlandria neighborhood.

Key Responsibilities:

- Help clients attain financial stability
- Teach basic skills needed to maintain healthy financial status
- Assist clients in understanding their credit report
- Establish a concrete plan for debt repayment and monthly savings
- Work with client to create a monthly budget using receipts and bills

Reports to: Transitional Housing Case Manager

Length of Appointment: Budget Mentor meets with adult at least once/month for a minimum of six months.

Time Commitment: 2 hours/month

Qualifications: Background in personal finance

Support: Budget Mentor meets with Case Manager to discuss responsibilities of position and completes the requisite paperwork before being assigned to a family. For training purposes, Budget Mentor is paired with an experienced Budget Mentor for one session to learn what is expected from him/her in this role.

Age Requirement: 22 and up

Dress Code: Casual