**Role description**

<table>
<thead>
<tr>
<th>Role title</th>
<th>Mentoring for All Mentor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Agreement</td>
<td>12 months</td>
</tr>
<tr>
<td>Grade</td>
<td>Voluntary</td>
</tr>
<tr>
<td>Place of work</td>
<td>Remote</td>
</tr>
<tr>
<td>Anticipated annual hours</td>
<td>12 hours</td>
</tr>
<tr>
<td>Status</td>
<td>Museum Association Membership desirable</td>
</tr>
<tr>
<td>Responsible to</td>
<td>Tamsin Russell, Workforce Development Lead</td>
</tr>
<tr>
<td>Responsible for</td>
<td>Mentoring mentees on the Mentoring for All programme</td>
</tr>
<tr>
<td>Date</td>
<td>May 2023</td>
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</tbody>
</table>

**Summary**

The Museums Association (MA) is a dynamic membership organisation that campaigns for socially engaged museums and a vibrant and inclusive workforce.

As part of this commitment, we offer a range of professional development opportunities and programmes to our members, of which the Mentoring for All programme is one.

The role is voluntary, and therefore unpaid, but there are benefits you will get in return for your time.

**Person Specification**

The skills and qualities required to be a mentor include:

- a deep understanding of the current context and challenges of the sector
- good communication skills, including the listening, summarising, paraphrasing
- a commitment to lifelong learning and ongoing professional development
- an ability to work, inclusively, ethically, in line with the Code of Ethics and good mentoring practice
- the ability to connect, signpost and share resources and insights with others
**Major activities**

**What will you do?**

- participate in mentoring sessions with your mentee.
- champion and represent the MA and its values and policy priorities.
- act in line with the Volunteer Handbook, policies and codes of conduct.
- participate in informal supervision, as required.
- participate where appropriate in evaluation practices.
- remain up to date in advances in coaching and mentoring, specifically participating in associated Museums Association-led training, online learning course and annual refreshers.

This list is neither exhaustive nor exclusive and may be changed from time to time.

This role description will be reviewed annually.

**Benefits**

- A free place at one of our one-day online conferences each year
- Access to professional development associated with mentoring, coaching and professional development.