

# Koestler Trust

## arts by offenders ■ ■ ■

### Arts Mentoring

#### **Role Description, Person Specification & Requirements**

*Responsible to the Mentoring Co-ordinator you will work with one or more offenders who have an interest in the same arts field as you. While the first mentoring session will usually take place within the prison environment, all subsequent mentoring sessions will take place within a community setting.*

#### **The Overall Aim of the Project**

To innovate a model of arts input, shaped to the needs of individual offenders, that empowers them through the transition from prison to community.

#### **The Role:**

- To establish and maintain a positive and supportive mentoring relationship with an offender ('mentee').
- To provide one-to-one support to the mentee, through at least 10 mentoring sessions over a maximum period of 12 months.
- To plan each mentoring session carefully and imaginatively.
- To listen carefully to the mentee's wishes and needs, to enable you to support them in making realistic goals for the mentoring.
- To advise, support and motivate the mentee in developing the skills and attitudes that will assist them in achieving and sustaining their arts activity in the community.
- To assist the mentee in accessing new arts activities and existing community resources.
- To accompany the mentee to events or venues relevant to their arts field i.e. galleries, theatres etc.
- To encourage and support the mentee in pursuing their education, training and/or employment when appropriate
- To give feedback to the mentee on his or her artistic achievements.
- To provide consistency and continuity to the mentee who will be in a period of transition in their life.
- To work in co-operation with other support services such as Probation, health, housing, NACRO and other voluntary sector resettlement agencies.
- To prepare for a positive end to the mentoring relationship by helping the mentee make realistic future plans.
- If appropriate to meet the mentee's family or friends to help engage them in supporting the mentee's arts activity.
- To help in the promotion and dissemination of the project.

**To be an Arts Mentor you must have:**

- At least 3 years experience of arts practice as either a professional or a committed amateur.
- A thorough knowledge of current practice, resources and available opportunities in at least one field of the arts.
- An ability to identify and access arts amenities in the mentee's local community.
- An ability to give constructive feedback to mentees about their artwork.
- An ability to plan imaginative and engaging activities which will encourage the mentees involvement in the arts.
- Excellent interpersonal skills that balance warmth and clarity, as well as good listening and communication skills.
- An ability to keep accurate records and to strictly follow guidelines and procedures.
- Excellent time-keeping and ability to make travel arrangements.
- A strong commitment to the aims of the mentoring project and to the principles of equality and inclusion as laid out in the Koestler's equal opportunities policy.

**To be an Arts Mentor you will be required:**

- To undertake 3 days of specific training relevant to becoming a Koestler Arts Mentor
- To participate in regular individual and peer support sessions, and any additional mentoring training events.
- To keep the mentoring staff informed of any relevant issues affecting the mentee's well-being.
- To keep brief records of meetings with the mentee, as required by the scheme.
- To work in an anti-discriminatory manner, and to promote Equal Opportunities.
- To be aware of, and to work within the projects 'Good Practice' guidelines.
- To adhere to the projects policies regarding confidentiality, personal safety and boundaries.
- To participate in the evaluation of the project e.g. by being interviewed and by completing questionnaires and to encourage your mentee/s to do the same

**In turn Koestler will provide:**

- Initial mentoring training and further information or training opportunities as available.
- Ongoing support and supervision, both in an individual and group setting.
- Agreed travelling costs and out of pocket expenses.