

FINANCIAL COACH

MONEY MENTORS VOLUNTEER POSITION DESCRIPTION

Financial coaching is a personalized process that helps participants take action to reach their financial goals. Financial coaches don't offer direct advice on financial issues; instead they offer support, resources, and encouragement to guide participants to their own answers. The key roles of a financial coach are to empower and hold participants accountable for their financial decisions and actions and to focus on behavior change while recognizing the material, mental, and emotional challenges that go along with tackling financial goals.

Financial coaches are trained on coaching techniques and financial topics. Then, they meet one-on-one with low-to-moderate-income individuals to assist in developing the skills needed to increase long-term financial capability. (Note: Volunteers are to refrain from soliciting clients or selling products.)

P+P values a diverse and equitable work environment. Black, Indigenous, and people of color (BIPOC), individuals with disabilities, LGBTQIA-identified, and/or anyone with lived experiences similar to program participants are encouraged to apply. A limited number of stipends are available to offset the time spent in training.

ROLE AND RESPONSIBILITIES

- Help participants gain clarity and establish their financial goals
- Work with participants one-on-one to boost savings, manage spending, reduce/eliminate debt, and/or improve credit
- Respect financial decisions and goals, confidentiality and privacy
- Collect program data to track participants' progress in reaching their financial goals
- Participate in virtual group sessions with other coaches to develop skills and learn about coaching tools and resources

SKILLS REQUIRED

- Ability to respect participants' financial decisions and actions without judgement or giving advice
- Empathy and understanding of the financial challenges facing low- to moderate-income individuals
- Understanding the impact of economics, race, and gender on income and wealth gaps
- Basic understanding of financial topics including saving, budgeting, debt, and credit
- Comfortable working in a racially, ethnically, and socio-economically diverse environment
- Computer proficient with access to email and ability to communicate with participants through email, phone, text and Zoom



COMMITMENT AND TIMELINE

January + February 2023

Submit your application at prepareandprosper.org/volunteer by March 1, 2023. Interview to follow.

April + May 2023

Complete 20 hours of training, dates to be determined. Trainings will be a combination of virtual (via Zoom) and in-person sessions.

May 2023 through April 2024

- Volunteers commit to approximately 5-7 hours per month.
- Coaches will work with up to four (4) participants per month and participate in ongoing coach training and group sessions.
- Money Mentors is a participant-centered program. Coaches will work directly with their participants to determine meeting schedule and format (virtual and/or in-person).

QUESTIONS?

Email volunteer@prepareandprosper.org.

PREPARE + PROSPER

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