

# JOB DESCRIPTION

<b>Title</b>	4C Technical Mentor
<b>Based at</b>	4C Centre, 12 Hereford Street
<b>Reports to</b>	4C Team Leader
<b>Works with (internal)</b>	4C members 4C Shop stockists 4C team members Health, Safety and Culture Manager Hotel reception staff
<b>Works with (external)</b>	Schools Youth agencies Support agencies/other youth workers
<b>Hours</b>	Salaried 9 hour per week position (More hours will be available during busier periods, paid on a casual basis)
<b>Objective</b>	<i>Making a positive difference every day</i>
<b>Job Purpose</b>	To provide technical support to 4C members, 4C shop stockists and drop in guests, enabling their success as individuals as well as when part of a project group.

## Overview of the 4C Centre

The 4C technology centre is designed for young people to have unlimited free access to cutting edge technology. The name 4C was chosen as it is a wordplay with the 4 c-words of future employability which are: Curiosity, Creativity, Communication, and Critical Thinking and is also “foreseeing” the future of young workers. The purpose of the space is to foster these 4 characteristics so that members can upskill, develop their project portfolio and, ultimately, steer themselves towards an entrepreneurial future.

## Job Purpose

The primary purpose of the 4C Technical Mentor role is to provide creative support for 4C members, 4C Shop stockiest and drop in guests particularly through the lens that the 4C Centre is focused on projects and employment-skills. It is a place of work and learning first and foremost but we recognize that many of our members need support in managing their technology use or other wellbeing needs, in order to succeed.

## Key Tasks

- Support the kaupapa of the Centre, which is that it is for young people, about democratizing access to technology, inclusive and focused on learning and entrepreneurialism.
- Work in a strengths-based manner
- Provide support and direction to the 4C Shop stockist in order to maximize youth development and entrepreneurial capital outcomes
- Support our annual Grapple event, guiding young people on this journey.
- Ensure 4C equipment is running smoothly and safely, and provide safety guidance to members and other staff

## Ideal Skills/Knowledge/Competencies

- Demonstrated experience and proven ability in working with young people in a strengths-based and positive approach.
- Previous experience working with young people to create healthy boundaries around technology use
- An understanding of and commitment to The Kind Foundation values, mission and purpose.
- An understanding of and commitment to the principals of Te Tiriti o Waitangi.
- Experience / comfort using, and learning via, technology (eg. Apple, android, PC, laptops, VR, AR, 3D Printers, Video and photography editing etc).

## Other Requirements

- Legal right to work in New Zealand
- Clean Police Record

## Job Pathways

Sideways: Other roles within the 4C Centre/youth work in other areas of The Kind Foundation  
Upwards: Youth Management/Leadership roles

## The Kind Foundation Statement on Child Protection

The Kind Foundation is committed to providing a Child Safe environment for all children who come into contact with The Kind Foundation.

Employee Signed: \_\_\_\_\_ Date: \_\_\_\_\_

*Employee to please initial each page*

Signed for The Kind Foundation: \_\_\_\_\_ Date: \_\_\_\_\_