



Money Management Coach (virtual)

Recruiting begins in October 2022

Budget for Life™ is a unique homelessness prevention program that helps low-income, working individuals and families avoid eviction and regain financial stability. Participants selected into Budget for Life™ participate in case management meetings with a staff social worker, attend a bi-weekly Money Management class led by volunteer instructors and work with a volunteer financial coach to establish a household budget.

Purpose: Provide one-on-one coaching focused on understanding, creating, and maintaining a household budget. In addition, a Money Management coach serves as a trustworthy source of support, encouragement, and motivation. All coaching sessions will be held virtually.

Key Responsibilities:

- Provide virtual one-on-one coaching to a Budget for Life™ participant on a bi-weekly basis (every other week)
- Focus coaching sessions on developing and understanding a budget, tracking daily expenses, and keeping records on a budget form
- Adhere to all program guidelines and BCM Georgia policies related to confidentiality and boundaries

Requirements:

- Must be patient, empathetic, and dependable
- Ability to build rapport and work with individuals in a respectful and non-judgmental manner
- Have a working knowledge of how to create, track, and maintain a household budget using Excel and Google documents
- Be familiar with conducting Zoom meetings and sharing documents
- Ability to communicate effectively with individuals from various backgrounds
- Previous experience volunteering with low-to-moderate-income families is preferred, but not required
- Availability to coach participants in the evenings and/or weekends must be able to accommodate the participant's schedule
- Must complete BCM Georgia Volunteer 101, submit a background check and confidentiality agreement

Time Commitment: An average of 18 hours over an 8-month period (February – August) that includes:

- Two virtual coaching sessions per month from February to June for a minimum of one hour each session.
- Money Management graduation in June



Training: All volunteers are required to submit to a background check and complete the mandatory training sessions.

- BCM Georgia Volunteer 101 and Budget for Life™ 101
- Budget for Life™ Coach Training

Benefits:

- Ability to engage with the same client over a 5-month period
- Support and develop client's financial security through budgeting
- Help fulfill BCM Georgia's mission of empowerment and reduction of homelessness

To learn more about this role, please email Volunteers@bcmgeorgia.org.