



Mentorship Coordinator Job Description

JOB TITLE Mentorship Coordinator

LOCATION Atlanta, Georgia

TERMS Full-Time (40 hours)

SALARY \$35,000–45,000 based on experience

ABOUT THE ORGANIZATION [Safe Passage](#) is a Christ-centered nonprofit committed to preventing child trafficking and sexual exploitation by walking with youth on their journey toward healing, purpose, and hope. We serve children who have experienced deep trauma—meeting them where they are, as they are—and creating pathways for them to thrive in freedom, community, and faith. Known for building grassroots movements that bring lasting change, we prioritize authenticity, youth leadership, and trauma-informed care, offering a model that is youth-centered, youth-led, and youth-friendly. Our mission is to ensure that children once hidden in darkness are now known, seen, and surrounded by community in the light. We are now launching in Georgia, with new programs based in Atlanta to bring this mission to local youth and families.

ABOUT THE ROLE The Mentorship Coordinator plays a vital role in the heart of Safe Passage’s mission—providing mentorship and support services to youth impacted by child trafficking and exploitation. You’ll lead our Mentorship Program by overseeing the full life cycle: from youth intake and mentor pairing to training, coaching, and hosting transformative retreats and outings. This position is ideal

for a compassionate, organized leader who values relationships, resilience, and Christ-centered service.

CANDIDATE REQUIREMENTS

- Deeply rooted in Christian faith and aligned with [Statement of Faith](#)
- Must have previous experience working with youth, families, victims, and/or vulnerable populations
- Must be located in Atlanta or surrounding area
- Must exhibit leadership and people skills
- Must enjoy working independently and with initiative
- Previous human trafficking training or experience is a plus
- Previous ministry experience is a plus
- Must have a Bachelor's Degree or 5 years of victim service/nonprofit experience

SUMMARY OF RESPONSIBILITIES

Mentorship and Support Service Coordination (50%)

- Coordinate youth intake, visitation, and onboarding into the mentorship program
- Pair each youth with a compatible, trained mentor
- Maintain communication with youth and families to support successful mentorship relationships
- Facilitate wrap-around support such as equine therapy, parent groups, and community services
- Respond to new referrals, assist with transportation or emergency advocacy when needed

Mentor Recruitment and Coaching (25%)

- Recruit Christian mentors aligned with Safe Passage's mission and values
- Lead all aspects of mentor onboarding: interviews, training, pairing, and support
- Provide regular check-ins and coaching for mentors

- Supervise Mentor Coaching responsibilities
- Organize and lead annual volunteer training and enrichment gatherings
- Participate in prayer calls and support community-building

Community Partnerships (10%)

- Represent Safe Passage at local human trafficking task forces and service coalitions
- Build relationships with schools, agencies, churches, and law enforcement to strengthen referrals and mentorship recruitment
- Attend community events, church visits, and “Lunch and Learns” to promote the program

Outings and Retreats (15%)

- Plan and execute the annual Unfiltered Retreat, including logistics, programming, speakers, and youth transportation
- Coordinate regular mentor/youth outings and activities
- Communicate with mentors, youth, and families to confirm attendance and ensure participation

POSITION REQUIREMENTS

- Weekly team meetings and regular collaboration with the Safe Passage staff
- Frequent travel across the region (mileage reimbursement provided)
- Maintain accurate documentation, tracking, and case notes
- Model professionalism and grace when representing Safe Passage in the community

- Handle crisis and high-stress situations with poise and trauma-informed care
- Maintain confidentiality, uphold Safe Passage's values, and be coachable and mission-aligned
- Must have reliable transportation
- Must be comfortable engaging with youth and adults affected by trauma, exploitation, and addiction

BENEFITS

- 3% Employer-Matched Retirement Contribution
- \$250 per year for personal counseling or retreat
- 15 PTO days annually
- Paid holidays and leave according to the Employee Handbook
- 50% work from home flexibility

SELF-ASSESSMENT

- Am I comfortable going to homes I've never been to alone?
- Am I comfortable going to homes with a high crime rate in the neighborhood?
- Am I comfortable talking about sex, prostitution, drugs, and crime?
- Am I comfortable going out in public with a teenager who is half dressed? (i.e. cleavage, belly and rear exposed, etc.)
- Am I comfortable around a teenager who curses, smokes, and/or has a criminal history?
- Am I comfortable talking to parents who may have mental health issues, addiction, or a criminal history?
- Am I comfortable working with all ethnicities, all socio-economic backgrounds, all cultures, religions, and sexual orientations?

***Interested applicants should email a resume to
nina@safepassageusa.org***