UConn First Summer
Peer Mentor Job Description
(2 positions available)

PROGRAM OVERVIEW:
UConn First Summer (UCFS) offers incoming UConn students the opportunity to join UConn’s community early by beginning their academic career during this 5-week residential summer program. UCFS students live on campus and take two credit-bearing academic courses during UConn’s Summer Session 2. Students also participate in a myriad of academic and extracurricular activities provided by the UCFS Program and by the greater UConn community. UCFS students are supported by two Student Mentors and one Program Coordinator, as well as the entirety of the Office of Early College Programs (OECP) staff.

POSITION OVERVIEW:
Under the supervision of the UConn First Summer Program Coordinator and OECP staff, the Student Mentors (SM) oversees the day-to-day community building aspects of the UCFS program and supports the social, academic, and personal development of UCFS students. This is a resident position that requires a 6-week commitment (July 7, 2020 – August 18, 2020). SMs will reside in the same residence halls as UCFS participants and must be available to work 7 days a week, including night and weekend hours, as necessary, throughout the duration of the program (July 11, 2020 – August 14, 2020). SMs are not required to be available “24/7,” but what hours are required may fall at any time of day or on any day of the week. Responsibilities of the SM include supporting all program participants in their personal development, developing and implementing social programming, and performing other duties related to the UCFS program as assigned by the Program Coordinator or the OECP staff. The position will include room and board for 1 week of training/check in/check out and the 5 week program, and a gross stipend of $2,500 (before taxes).

POSITION RESPONSIBILITIES AND DUTIES:

GENERAL RESPONSIBILITIES AND DUTIES:
- Participate in a mandatory 3-day training prior to participant arrivals
- Live in the same residence halls as First Summer Participants (but not in rooms with participants)
- Help create, coordinate, and participate in all UCFS activities under the direction of the UCFS Program Coordinator and/or OECP staff
- Work independently and collaboratively to support the personal, academic, and social development of UCFS students through self-direction and collaboration with other SM and with UCFS Program Coordinator/OECP staff
- Meet and/or communicate daily with the UCFS Program Coordinator

STUDENT/PROGRAM DEVELOPMENT:
- Actively contribute toward the development of the UCFS community in collaboration with other SM and Program Coordinator through activities such as:
  o Communicating with UCFS participants via email, social media, and other means prior to and during the program
  o Creating/distributing bulletin boards, visual displays/materials, and other materials
  o Planning and implementing informal and formal community building activities
  o Participating in some non-UCFS, UConn-sponsored summertime activities (for example, those sponsored by Student Rec or Student Activities)
- Act as a peer mentor to UCFS students through interpersonal communication skills, empathy, professionalism, positivity, and mentorship/role modeling
- Perform other duties related to the UCFS program as assigned by the UCFS Program Coordinator or OECP staff
MINIMUM ACCEPTABLE QUALIFICATIONS:

- Excellent leadership, interpersonal, and communication (both verbal and written) skills and an ability to work both in a team environment and independently
- Mature attitude toward and prior experience in: community building, mentorship, social programming, problem-solving, and conflict resolution
- Ability to maintain professionalism at all times with program participants and clarity about the role and responsibilities of acting as a student/peer mentor, as defined by UCFS program staff
- Demonstrated leadership and/or involvement experience in a prior position requiring similar skills
- Ability to work with, have appreciation for, and create programming for a diverse student population
- No other scheduled commitments (classes, research, appointments, jobs, practice, GA commitments, etc.) throughout the entire 6-week commitment

PREFERRED QUALIFICATIONS:

- Previous participation as a student in the UCFS program
- Experience working as a peer leader or mentor at the high school or college level
- Experience working as a Resident Assistant (RA) at UConn or elsewhere or other residential work experience (such as camp counselor), especially with demonstrated experience in social programming
- Experience working for/with the UConn Honors Community, UConn Athletics Community, or UConn Transfer Student Community
- Program coordination experience (for any age group)
- Prior experience in a leadership role with a group or groups comprising a diverse population, especially with regard to social programming

ADDITIONAL DETAILS:

Position Description: Please note that changes may be made to this position description. Changes will be communicated to applicants as they are made.

Qualified applicants will be invited to participate in a group process day and/or an interview in-person on February 28, 2020 at UConn Storrs.

For more information or if you have any questions, please contact Kathrine Grant, UCFS Program Coordinator, at kmg14010work@uconn.edu. Use Subject Line: UCFS Peer Mentor Position

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TO APPLY FOR THIS POSITION, PLEASE USE THE FOLLOWING LINK:
https://firstsummer.uconn.edu/2020-uconn-first-summer-student-mentor-application/