

We encourage all students to apply to become an OMD PEER MENTOR!

JOB DESCRIPTION

Department: Office of Multicultural Development

Location: Simmons Hall 124

Stipend: \$3120.00/year (Fall 2023 and Spring 2024)

Hallmark of Peer Mentors:

- Ability to serve as a role model
- Patient willingness to contribute to someone else's growth
- Exemplary work ethic - both individually and as a part of a team
- Strong academics, study skills, interpersonal communication skills, and time management skills
- Ability to relate well with first-year students from varied ethnic, social, and cultural backgrounds
- Knowledge of The University of Akron and campus resources
- Technical competence (working knowledge of Microsoft Office Suite, Google Docs, basic computer software, etc.)

Duties: Establish one-on-one relationships with incoming first-year students from diverse backgrounds. Monitor mentee progress by communicating with mentees on a weekly basis. Establish goals with mentees and monitor progression toward the completion of those goals each semester. Deliver classroom presentations as requested by university instructors on topics such as student success, time management, goal setting, test taking, etc. Assist in the implementation of academic and social events for the mentees throughout the academic year. Provide weekly student progress reports by maintaining documentation logs. Represent and promote the program and the Office of Multicultural Development during different campus functions and activities as needed. Other duties as assigned.

Qualifications: This position is open to undergraduate students in all majors who have a minimum Cumulative GPA of 2.50. Preference will be given to students who have been enrolled at The University of Akron for at least two semesters as well as to those who exemplify strong academic and/or leadership skills. Basic computer skills including word processing and spreadsheet capabilities are required (i.e., Microsoft Outlook, Microsoft Word, Microsoft Excel, Google Docs, Google Sheets, Google Forms, etc.).

Comments: This is a position that requires eight office hours per week during Fall 2023 (120 total hours) and Spring 2023 (120 total hours) in addition to the availability to attend a two-day summer training (August 3rd and 4th, 2023) and mandatory staff meetings during the academic year. Please note that Peer Mentors are not compensated through the Federal Work-Study program. However, selected students must be enrolled full-time during the academic year in which they are appointed Peer Mentors with the Office of Multicultural Development.

Questions? Contact Autumn Frampton at autumn@uakron.edu or (330) 972-8660.