First Year Student Success Peer Mentor Job Description/Requirements

Mentors term of employment is limited two academic years.

FYE Student Success Mentors will assist FYE counselors in providing support and mentoring to students. Peer Mentors are expected to have knowledge of the course catalog and have proficient knowledge of available campus resources. Additionally peer mentors will provide faculty and staff with the student perspective, so the First Year Experience program may address the varying needs of the first time college students.

Student Success Mentor responsibilities to new students

- Participate in Student Success Day
- Serving as a group leader for a student group
- Answering questions about FYE and the college campus
- Provide support to mentees throughout the academic year
- Serving as a peer support during registration
- Help students make connections at SDCC that support their interests and needs
- Plan group activities for students in the FYE group to which he/she is assigned
- Meet individually or in small groups with mentees for study sessions
- Introduce students to college services
- Introduce students to college activities, clubs and organizations
- Help students understand the academic and social demands of college life
- Provide students with assistance with time management
- Guide students with effective ways to communicate with faculty and advisors
- Help students develop a sense of community

Mandatory time commitments

- Participation in a week long training during the Summer
- Participate and complete a mandatory student leadership service learning course in Fall
- Assist during Student Success Day New Student Orientation
- Devote approximately 10 hours a week to the mentor role
- Attend scheduled meetings with the Front Door Coordinator/ FYE Coordinator and other mentors
- Meet with the FYE counselor(s) to determine faculty expectations related to students
- Complete mentor logs that document activities

Peer Mentor Desirable Qualifications

- Minimum cumulative GPA of 3.0
- Full-time degree seeking student. Part time students may be considered under special circumstances
- Excellent communication skills  English and Speech or related majors desired
- Excellent computational Math skills
- Excellent interpersonal skills
- Minimum availability to work 10 hours per week
- Must have completed at least 30 units towards degree completion and expected to graduate and or transfer within two year of accepted Peer Mentor start date(Fall)