Peer Mentor Job Description

Who are Rising Scholars?
Rising Scholars are a diverse group of conditionally admitted students at NDSU who show great promise and potential for academic success despite possibly having a lower cumulative high school GPA or ACT score. Peer Mentors make sure these students are ready for the academic rigors of university life by building academic skills, accountability, and time management through weekly individual meetings with these students.

Responsibilities of a Peer Mentor
- Actively participate in on-going trainings and staff meetings
  - 2-day training prior to the start of the fall semester (August 16th and August 17th).
  - Weekly 1-hour staff meetings throughout the semester.
- Assist with activities at the Rising Scholars Kick-Off Meeting on August 20th from 1:00pm – 3:45pm.
- Learn and apply helping skills techniques to support student success.
- Promote the use of, and refer students to vital support services on campus and in the community.
- Facilitate weekly individual check-ins with assigned Rising Scholars.
  - Assist mentees with keeping track of grades and weekly assignments as well as developing time management and study skills.
  - Maintain weekly progress notes for each mentee.
- Positively promote the Rising Scholars Program and expectations.
- Assist with other tasks as needed.

Qualifications
- Strong interpersonal skills
- Self-starter/takes initiative
- Ability to work comfortably with students from diverse backgrounds
- Strong knowledge of NDSU campus resources
- Applicants must have attended NDSU for at least one year
- A minimum GPA of 2.75 is required at the time of application (and throughout their time in the position).
- Preference given to applicants able to commit to working from August 2018 to May 2019.

Compensation
- Peer Mentors are paid $9/ hour. Raises are awarded on an annual basis.
- Time commitment for Peer Mentors is approximately 2-5 hours per week and based on the number of assigned mentees.

Application Process
- Please visit our website for more information about Rising Scholars and access to the application.

Questions about the peer mentor position or application process should be directed to:

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