PEER MENTOR, FOSTERING SUCCESS

JOB DESCRIPTION

THRIVE CENTER

The mission of the Thrive Center is to advance a community where students successfully navigate, excel and graduate from the University of Arizona prepared for life after college. Our values focus on providing students with a diverse, accessible, inclusive, and quality experience by:

- Centering the student experience through support and guidance
- Creating and modeling best practices
- Building community connections
- Collaborating across campus
- Cultivating lifelong learning practices

POSITION SUMMARY

Program: Fostering Success

Program Summary: Fostering Success is a program focused on persistence, wellbeing, and building a supportive community for University of Arizona students that have experienced the foster care system, housing insecurity or homelessness, and for those who are considered unaccompanied youth (up to the age of 24) in need of a support network. This program primarily connects with students through one-on-one peer mentoring and program/community events.

Job Title: Fostering Success Peer Mentor

Hourly Rate: $12.00 per hour

Job Summary: Fostering Success Peer Mentors serve as the primary contact for students who have enrolled in the program. Peer Mentors meet one on one with each of their respective students regularly to discuss basics needs and access to resources, academic concerns and successes, systems related questions and concerns, and much more. Peer Mentors also take on roles within the program to assist the Program Coordinator with program priorities such as event planning, outreach and student recruitment, long-term program development, fundraising, inventory management, advocacy for the populations of students Fostering Success serves, transitioning planning with future UA students and their supports, and much more. Thrive Center operates as an interconnected family of programs and Fostering Success Peer Mentors are expected to also provide support and assistance for events hosted by other Thrive Center teams as needed.

PREFERRED KNOWLEDGE, SKILLS & QUALIFICATIONS

- **Required**: Currently an active participant in the Fostering Success program
- Demonstrate respect and professionalism in a manner that reinforces the mission and values of the Thrive Center
- Take initiative and work independently
- Demonstrate time and task management skills
- Have baseline knowledge of Fostering Success, including programs, events and/or services
- Possess adequate organizational skills
- Demonstrate excellent written and oral communication skills
Willing to work with diverse communities, including a commitment to cultural competence (in self and others)

Demonstrate comfort in discussing sensitive topics including but not limited to mental health, current and past trauma, personal growth, and more

Work effectively in a team setting with a willingness to provide and receive feedback

Available to work 15 hours per week

**DUTIES & RESPONSIBILITIES**

- Communicate regularly with students both in person and through email or Slack
- Facilitate program wide events to develop community within our student population
- Actively participate in outreach events on and off campus
- Assist in the development of programmatic best practices and demonstrate an ongoing commitment to program improvement, growth, and impact
- Keep thorough and timely records of student contact
- Participate in team meetings, professional development, and events
- Other duties as assigned

**ACADEMIC QUALIFICATIONS**

- Minimum cumulative GPA of 2.50; 2.75 preferred
- Currently enrolled at the University of Arizona as an undergraduate student (minimum six units)
- Successful completion of at least one year of college (30 units or sophomore standing)

**TRAINING, MEETINGS & RETREATS REQUIREMENTS**

- Attend mandatory paid training sessions and/or retreats the week before the start of the fall semester. Mandatory training will occur August 16, 2021 to August 20, 2021, with possible training happening between August 9, 2021 and August 13, 2021 as needed. Your supervisor will communicate with you if the earlier dates are needed.
- Attend weekly or biweekly small team meetings
- Attend monthly all staff meetings
- **Attending all training, staff meetings, and retreats is required; most meetings are 60 minutes.**

**PROGRAMS & EVENTS EXPECTATIONS**

The Thrive Center houses many programs and services, which may or may not correspond with your direct role in the office. One of our expectations of all our employees is to “embrace an all hands on deck mentality.” With that in mind, you may be asked to work a program in the evening or weekend. This request will be negotiated with your direct supervisor with the following in mind:

- Student staff will be paid for any program they work outside of their role in the office.
- Students are expected to work at least 12 hours per week but cannot exceed 25 hours per week.
- Exceptions will be made for academics (classes or instructor led review/study sessions).
A calendar of events will be provided during the training informing staff of work commitments throughout the academic year.