SMI Peer Mentor Program

PEER LEADERS
Job Description

POSITION PURPOSE:
To develop lesson planning and delivery to mentor SMI students in their planning a career as science or mathematics secondary level school teacher.

ESSENTIAL JOB FUNCTIONS:
• Represent the University in a professional manner, which includes appropriate attire.
• conduct at last one workshop series, which includes at least 2 sequential sessions on CBEST/CSET test preparation
  o Create and execute lesson plans for CBEST/CSET exam preparation workshops using lesson plan templates
• Tutor mentee(s) in STEM college courses, if applicable
• Conduct Peer Mentor job functions (see Peer Mentor job description), if applicable
• Other activities to promote professional growth, (highly recommended but not required)
  o Participate in on-and off-campus events that promote STEM programs, STEM majors, and STEM teaching careers. Activities may include:
    ▪ Forums, workshops, outreach tabling for prospective students interested in STEM majors and possible presentations promoting STEM teaching or majors.
    ▪ Coordinate visits to UCR, including opportunities to attend classes or field work assignments with you.
• Attend SMI Peer Mentor Program meetings and trainings (advance notifications will be provided)

COMPENSATION
Hourly Rate: $13
Estimated Hours: 5 to 14 hours per quarter

MINIMUM REQUIREMENTS:
Affiliation:
• Current participation in SMI and/or approved UCR programs
Career Readiness
• Attend at least 3 SMI workshops or seminars per quarter if applicable.
Academic:
• 2.75 GPA or higher (cumulative)
• Good academic standing
• Demonstrate progress in a CNAS or BCOE major degree program
• Completion of EDUC 3 or equivalent
• Completion of or enrolled in EDUC 4 or equivalent
• Passed CBEST Exam
• Passed CSET Exam

Experience in effective communication & interpersonal skills:
• Strong communication and interpersonal skills to effectively and enthusiastically mentor prospective students.
• Public speaking skills that will include presentation, policy and procedural explanations.

PROFESSIONAL GAINS:
Teaching experiences:
• Improve written lesson planning using 5E or Madeline Hunter lesson plan format.
• Deliver engaging and organized lessons.
• Assessment of mentee(s)’ progress and understanding.

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