

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 least one workshop series, which includes at least 2 sequential sessions on CBEST/CSET test preparation
 - 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)
 - 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.