CNAS Scholars Peer Advisor Job Description

General Information

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<th>Full/Part Time</th>
<th>Schedule</th>
<th>Salary</th>
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<td>Part Time</td>
<td>Varies (3-4 hours/week)</td>
<td>Non-paid, volunteer position</td>
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Department Name | Supervisor | Department Head
-----------------|------------|------------------------
CNAS UAAC         | Jennifer Coplea/Jaron Paschke | Michelle Butler

Recruitment Criteria

- Completed one full year in a CNAS Scholars Learning Community
- Will be a sophomore or junior in Fall 2021 (senior as necessary)
- Ability to commit to one academic year (Fall, Winter, Spring quarters)
- Commit to a minimum of 3-4 hours per week each quarter
- Minimum cumulative GPA 3.0, must be maintained during the entire year
- Participate in training Spring and Fall 2021 and quarterly meetings
- Strong interpersonal and communication skills

Preferred Qualities

- Demonstrate ability as a team player: involvement in both on and off campus activities (i.e. leadership, research, service, employment)
- Ability to multitask while being self-motivated
- Strong public speaking skills
- Willing to provide support to students

Mentor Responsibilities

- Serve as a resource to current CNAS students through drop-in advising hours
- Notify CNAS Scholars Coordinators of student concerns (i.e. health, behavior, emotional)
- Promote diversity and university policies and procedures
- Attend weekly PA meetings with LC Coordinators
- Attend and facilitate discussions on the college transition and academic success topics in the NASC093 course during fall quarter
- Assist with workshop presentations Winter and Spring 2022
- Complete quarterly self-evaluations

Benefits

- Peer Advisors will be able to:
  - Develop leadership skills
  - Develop interpersonal communication skills in one-on-one visits
  - Develop public speaking skills through NASC093
  - Assist in guiding CNAS students with the transition from high school to college
  - Build relationships with fellow peers
  - Further their professional development