

Abilene Christian University

Peer Leader Job Description

2008

Position: University Seminar Peer Leader

Responsible to the designated University Seminar instructor for assisting first-year college students in affirming the commitment to higher education and adjusting to University life.

Responsible to the University Seminar Peer Leader Director for preparation, training, educational presentations, and evaluation.

Qualifications and Competencies

- Student of exceptional Christian character and academic strength
- Junior or Senior level undergraduate student in fall 2008
- **Minimum cumulative GPA 3.0**
- Preference given to experienced student leaders and/or instructor-requested students
- Demonstrates exceptional commitment to ACU through involvement
- Desire to minister to and educate students in transition

General Responsibilities

- Assist first-year students by serving in peer mentoring role through first-year transition period
- Serve, along with UNIV 100 instructor, as initial contact with UNIV 100 students in spring/summer
- Serve in designated role at June Passport session in the summer (if possible)
- Serve in designated role at August Passport
- Serve as the leader of a Mentor Group during Welcome Week, working with two Mentor Group Leaders as well
- Attend training sessions planned by University Seminar Peer Leader Director in spring semester
- Attend all University Seminar class meetings and activities
 - Promote and maintain morale in UNIV 100 class
 - Validate the value of UNIV 100 through personal testimony
 - Teach/Lead class discussions as determined by instructor
 - Assist instructor with routine duties and assignments as needed
- Attend Peer Leader Meetings in fall semester
- Serve one hour per week of fall semester planning with Instructor **OR** meeting with UNIV 100 students outside of class

Benefits

A \$300 stipend, contingent upon:

Attendance at spring training sessions

Attendance at August Passport and Welcome Week

Serving the full semester in the course

Service learning experience

Training and experience in education, mentoring

Mentoring opportunity with faculty member

ACU Peer Leader Application 2008

**APPLICATION
DUE:
March 5**

**Return completed application to:
The First-Year Program Office
Administration Bldg Room 309
Abilene, TX 79699**

(Attach
recent
photo
here)

(Please type or print) Date of Application _____

Name _____ Gender _____ Banner Number _____

Local Phone _____ Cell Phone _____

School Mailing Address _____ E-mail _____
Number and Street City State Zip

Birthdate / / Current Level in University work (circle one) Sophomore Junior Senior Graduate
month date year

Church attending in Abilene _____ Major _____ Cumulative GPA _____

Are you currently in good standing academically?

_____ Yes _____ No

If no, please explain on a separate sheet and attach it to application.

UNIV 100 Faculty Preference

List faculty member you have talked with about this position.

Have you ever been on probation or suspended from ACU?

_____ Yes _____ No

If yes, please explain on a separate sheet and attach it to application.

Please check the box signifying your availability for the following Peer Leader responsibilities and circle the date when given a choice (all dates in 2008).

Yes	No	Responsibility	Dates/Times required
		Interview with Selection committee	March 6-14; 20 minute intervals
		Preparation sessions for Peer Leaders	TBA—see Dr. Eric Gumm for more information
		Mandatory Welcome Week preparation meeting	Friday, Aug.15
		August Passport	Saturday, Aug.16 – Tuesday, Aug. 19
		Welcome Week	Tuesday, Aug.19 – Saturday, Aug. 23
		Fall Peer Leader Meetings	Sept. 24 (11:45-12:45) OR Sept. 25 (5-6pm) AND Oct. 22 (11:45-12:45) OR Oct. 23 (5-6pm)

Reason for checking No to availability above _____

Previous/ Current Employment *(List most recent first; provide complete information)*

Dates	Employer	Address/Phone	Type work	Supervisor	Reason left job

Indicate any employer you do not wish us to contact and the reason _____

Related Experience *(mentoring, teaching, internships, service learning, Welcome Week, etc.)*

Dates	Activity	Supervisor	Address	Your role

Fall 2008 Co-Curricular Responsibilities *(List any positions, committees, commitments, volunteerism, etc. for the fall semester)*

Organization/Activity/Employer	Your role or responsibility	Hours per week	Supervisor

References *(Give names/addresses of 2 persons [not relatives] having knowledge of your character, experience and ability.)*

Name	Address (including city, state, zip)	Relationship	Phone
			()
			()

What do you expect to gain from this experience?

Are there any reasons you may have difficulty in performing any of the essential functions of this job?

___ Yes ___ No If so, please explain _____

I authorize investigation of all statements herein and release ACU and all others from liability in connection with same. I understand that, if employed, I will serve as a role model and mentor to first-year students and that my adherence to ACU's Student Guide for conduct, academic honesty, and chapel attendance are expectations of my position. I also understand that untrue, misleading, or omitted information herein may result in termination, regardless of the time of discovery.

Signature of Applicant _____ **Date** _____