Success Mentor Position Description 2018

Background information: Success Mentors are current MSU students selected based on their leadership potential, enthusiasm, academic record, and desire to help their fellow Bobcats achieve their goals at MSU. Success Mentors will work as peer mentors with MSU freshman students, assisting them in making a smooth transition to college life.

Responsibilities of Success Mentors:

1. Success Mentors will assist students in making both a successful initial transition into university life as well as a continued transition to university life; familiarizing students with the resources available to them on campus and helping them make progress toward fulfilling their individualized academic and career goals.
2. Success Mentors are expected to maintain contact with their assigned students, checking in to determine their progress/help with any obstacles their students are faced with.
3. Success Mentors will help their students to network with their peers, faculty, and administration.
4. Success Mentors will make referrals as necessary to resources on campus, specifically: SmartyCats Tutoring, Student Success Advising, Office of Student Engagement, Community Involvement, Counseling & Psychological Services, Academic Advising and much more.
5. Success Mentors do the above by meeting with each of their students individually or in small groups, attending check point classes, and keeping in touch during the Fall 2017 Semester.

What Success Mentors can offer to their students:

- A positive role model
- Personalized guidance and mentoring
- Experience and knowledge about how to be a successful college student
- Information on campus policies and procedures
- Information about academic resources, co-curricular activities, and social life at MSU
- Referrals to important on-campus resources

To qualify you must:

1. at the time of applying for the position have at least a 3.0 GPA, be in good academic standing maintain this status during employment
2. be a full-time student at MSU with no active judicial record
3. have completed at least two full semesters of college, by Fall 2017
4. have a genuine desire to work with your fellow students
5. have the ability to relate to students from a variety of backgrounds and abilities
6. possess strong verbal and written communication skills
7. have the ability and desire to work as a team member
8. have good knowledge of university policies and procedures

Success Mentors must demonstrate the following characteristics:

- Responsibility
- Honesty and Integrity
- Respectfulness
- Maturity
- Professionalism
Training & Required Activities:
You must be available for the Success Mentor training, Friday, August 17th from 11:00am-5:00pm; the 3-day main event Sunday, August 19th – Tuesday, August 22nd for the Adventures MSU programs and activities; the September 12th and/or 13th CheckPoint classes. There will be events and activities designed to follow up with students in the early portion of Fall semester, dates to be determined. Mentors will continue to have contact /follow-up with your students monthly for the AY 2018-2019. Please note: Some of the days you are required to work at the 3-day event of Adventures MSU will exceed 8 hours.

Compensation
Success Mentors will be compensated at the rate of $9.50/hour. Mentors will be paid for time spent checking-in with students during the semester (office space will be provided, if necessary), participation in training, Adventures MSU and other Office of Student Success programs and activities.

By being a Success Mentor you will:
- Learn new skills – mentors are trained on a variety of topics including: communication and personal skills, campus resources, leadership development, and conflict resolution.
- Earn money – mentors are compensated for their involvement.
- Meet new people – being a mentor affords you the ability to meet new people including: key MSU faculty and staff, fellow mentors, and your peers.
- Gain experience and add to your resume – being a Success Mentor will help train you for future student leadership and professional opportunities.
Success Mentor Application

Please return this application to the Office of Student Success,
177 SUB or email nancy.albertson@montana.edu

Contact Information
First Name: ___________________________ Last Name: ___________________________

Student ID #: ___________________________ E-mail Address: ___________________________

Local Address: ___________________________

Phone #: ___________________________

Educational Information
Class Standing: Soph ____ Jr ____ Sr ____ Current GPA: ______

Major ________________ Minor ________________

Please complete the questions below (you may attach additional pages to complete your responses):

1. Why are you interested in serving as a Success Mentor?

2. Describe three to four challenges students face, academically and socially, in their transition to college life.
3. What do you expect to gain from this peer mentor experience?

4. How do you think your past academic and overall college life experience will benefit the Adventures MSU students?

5. What are your anticipated activities/employment for the 2018-2019 academic year? (Be sure to include student teaching, sports, internship plans, student organizations, on and off-campus employment, etc.)

6. Please attach a resume detailing your education, employment, campus activities, and/or community service involvement. Indicate leadership positions where applicable.

**PLEASE READ THE FOLLOWING STATEMENT AND SIGN BELOW**
I have read and understand the qualifications, time commitments, remunerations, and job expectations for the Success Mentor position. I acknowledge that the information contained in this application is factual and is a realistic assessment of my abilities.

Signature:______________________________    Date:______________