

TRIO Peer Mentor Application

What is the Peer Mentor Program?

The **TRIO Peer Mentor Program** is an opportunity for second-year students to provide support to first semester students who participate in the Summer Bridge orientation program. Mentors provide academic and social support throughout the fall semester while new students adjust to campus life. Mentors are selected through an application, interview, and recommendation process. Mentors receive extensive training, a generous stipend, and share their invaluable expertise with first-semester students.

The TRIO Peer Mentor Program is funded by a grant in the amount of \$254,356 from the U.S. Department of Education. The TRIO program is an on-campus comprehensive educational support network which seeks to promote the academic success and transfer to four-year university of low-income and first-generation college students. TRIO students are encouraged to become peer mentors, but participation in TRIO is not a requirement to become a peer mentor.

What does a Peer Mentor Do?

Peer Mentors provide information about Central Arizona College and guidance to new students and their guests. The responsibilities of a mentor include mandatory participation in the following:

- Attend two mandatory full-day peer mentor training sessions during the Spring 2019 semester
- Attend Summer Bridge Mentor Training Weekend, August 10-11, 2019 (you will reside on campus)
- Attend Summer Bridge week, August 11-14, 2017 (you will reside on campus)
- Mentor assigned students during the Fall 2019 semester
- Meet with mentees twice a month during the Fall 2019 semester
- Document meetings with mentees and submit contact forms
- Host a Fall 2019 Welcome Week activity and an activity prior to May 2019
- Plan and schedule one group activity for all Summer Bridge students during Fall 2019 semester
- Actively participate in peer mentor fundraising efforts throughout Spring 2019 and Fall 2019

*These are required events and activities.
Your scholarship will be reduced if you do not complete the above activities.*

What is Summer Bridge?

Summer Bridge is a week-long orientation program designed to help new students connect to Central Arizona College. The program includes student success workshops, social events, campus tours, and workshops on health and wellness. Throughout the weeklong event students live in the Signal Peak Campus residence halls and learn what it is really like to live the college life. Summer Bridge participants become members of the Central Arizona College TRIO program once they begin classes in the fall semester. Summer Bridge is scheduled for **August 11-14, 2019**.

What does a Mentor do during Summer Bridge Week?

All mentors are required to live on campus during Summer Bridge Week and mentor training weekend. As a mentor, you will be required to:

- Participate in a 2-day Summer Bridge Mentor Training Weekend prior to Summer Bridge Week, **August 10-11, 2019** (subject to change)
- Provide assistance to workshop facilitators as needed
- Lead student group discussion pertaining to college policies, procedures, and culture
- Facilitate workshops on social adjustment, academic success, and cultural diversity and awareness
- Support and connect with Summer Bridge students throughout the Summer Bridge Week
- Other duties as requested by TRIO Staff or Faculty Mentors

What are the minimum qualifications to apply?

To apply for a position you **must**:

- Be a United States citizen or eligible non-citizen for federal financial aid
- Maintain a minimum 2.5 cumulative G.P.A.
- Be enrolled in at least 12 credit hours during the Spring and Fall semesters
- Have experience with diverse cultural and personal backgrounds
- Have a positive attitude and enthusiasm about Central Arizona College

What is the application process?

- Complete and submit the attached application to the TRIO office (T204) by **October 18, 2018 at 6 PM**. Direct questions regarding the application to Amanda Ryan, TRIO Advisor, (520) 494-5054, amanda.ryan@centralaz.edu or Gail Nettles, TRIO Coordinator, (520) 494-5010, gail.nettles@centralaz.edu.
- Include **two references** with your application - one from a CAC faculty or staff member and one personal reference.
Suggested references are:
 - * A previous employer, hall director/community coordinator, staff, faculty or administrator
 - * **References from students/peers/Resident Student Leaders are NOT acceptable.**
- Include an **unofficial transcript** with application (print out of grades).
- Participate in an individual face to face interview. **Dates and times to be determined.**

***** Final notification will begin Monday, November 5, 2018. *****

***** A mentor meeting will be held Thursday, November 15th at 5:00 p.m. for selected mentors. *****

WIIFM? (What's In It For Me?)

- A monetary incentive of \$1,000 will be disbursed during the Fall 2019 semester for those who complete their role as a TRIO Peer Mentor. The amount of the incentive will be determined by your level of participation in peer mentor training and Summer Bridge and your interaction with mentees during the Fall 2019 semester.
 - Disbursement will be according to the schedule set forth by TRIO SSS.
 - Contract period: Fall 2019 semester (August – December 2019)
- Peer mentoring is a leadership activity to be included on your resume and/or scholarship applications
- Acquire experiences and skills necessary for future scholarship, university life, and your career
- Personal and social growth and development.
- Creation of a network of relationships with students, faculty, and staff
- Personal gratification from helping individuals succeed
- Involvement with diverse groups
- Leadership and group facilitation skills

What type of training is provided?

Mentors are required to participate in all training workshops, which include the following:

- College information
- Oral and written communication skills
- Leadership skills
- Characteristics of TRIO-eligible students
- How to lead a group discussion on important issues
- How to work effectively with parents, peers, staff and faculty
- How to mentor individuals
- Information on cultural diversity awareness
- Other issues relevant to college life

What else should applicants know about mentoring?

- The work hours during Summer Bridge are long and involved.
- There is very little private time during Summer Bridge.
- You are expected to maintain a high standard of ethical behavior.
- Use of illegal substances or alcohol will not be tolerated in the TRIO Peer Mentor & Summer Bridge Programs.

Contact Information

Melanie DeCarlo, TRIO Secretary
(520) 494-5007 Office: T204
trio@centralaz.edu

Funded by a TRIO Student Support Services grant from the United States Department of Education in the amount of \$231,103.

Document 1

I have read and agree with the entire content of this page: _____

Peer Mentor Application

Please Type or Print the Application Legibly

General Information

Name: _____ Student I.D. #: _____

Local Address: _____

Permanent Address: _____

Local Phone: (____) _____ Permanent Phone: (____) _____

Cell Phone: (____) _____ Are you a U.S. Citizen? _____

Student E-Mail Address: _____

Personal E-Mail Address: _____

Birth Date: _____ Gender: Male Female

Academic Information

Year: Freshman Sophomore Major: _____

Cumulative GPA: _____ Credit Hours Completed: _____

High School attended: _____

Languages spoken: _____

I HAVE USED THE FOLLOWING SERVICES ON CAMPUS:

- | | | |
|---|--|--|
| <input type="checkbox"/> Online Services | <input type="checkbox"/> Honors Program | <input type="checkbox"/> ELL Instruction |
| <input type="checkbox"/> Child Care Center | <input type="checkbox"/> Financial Aid/Scholarship | <input type="checkbox"/> Cooperative Learning Center |
| <input type="checkbox"/> Library Services | <input type="checkbox"/> TRIO Academic Advisor | <input type="checkbox"/> Summer Bridge |
| <input type="checkbox"/> Student Employment | <input type="checkbox"/> Residential Life | <input type="checkbox"/> Athletics |
| <input type="checkbox"/> Student Activities | <input type="checkbox"/> Student Leadership | <input type="checkbox"/> Career Center |

Document 1

I have read and agree with the entire content of this page: _____

Respond to the following questions:

1. Explain why you want to be a member of the 2019 TRIO Peer Mentor Program. What do you expect to gain as a TRIO Peer Mentor?
2. What special skills/attributes would you bring to the team?
3. What is your definition of a Peer Mentor and how do you imagine your role as a Peer Mentor?

Activities and skills:

1. List extracurricular activities and/or work experience in which you have participated while attending Central Arizona College.
2. Include any experience you have had mentoring individuals.

What happens now?

- Submit the completed application and two references by October 18, 2018. Return completed applications to the TRIO Office, T204, phone (520) 494-5007, or fax (520) 494-5295.

I understand that if selected I will be **required** to sign an agreement to serve as a member of the TRIO Peer Mentor Program. I also understand that if selected I will be required to participate in **all** training workshops and activities deemed mandatory. Failure to comply with the stated agreement can result in the termination of my appointment, reimbursement of funds used to secure my reservation for training opportunities, and/or a reduction of TRIO scholarship funds awarded.

Signature: _____ **Date:** _____

Document 1

I have read and agree with the entire content of this page: _____

Peer Mentor Recommendation Form

Name of Applicant: _____

The student you are evaluating has applied for a leadership role as a TRIO Peer Mentor at Central Arizona College. This position is integral to the development of incoming freshman in the TRIO program at CAC. Peer Mentors are responsible for developing quality relationships with their mentees and guiding them through their first year of college. Your evaluation and comments will help us determine the suitability of the applicant for the leadership position and rate this student against other candidates. Once completed, please place this form in a sealed and signed envelope with the candidate's name on the front and give it to the student to submit with his/her application. Thank you for taking the time to assist this prospective peer mentor.

How do you know the applicant? For how long?
Does this candidate show good leadership skills?
Please comment on the candidate's communication skills.
Would you consider this candidate to be reliable and responsible?

	Needs Improvement	Average	Excellent		
1. Initiative and ability to learn	1	2	3	4	5
2. Integrity	1	2	3	4	5
3. Respect for authority	1	2	3	4	5
4. Receptivity to feedback	1	2	3	4	5
5. Assertiveness	1	2	3	4	5
6. Dependability/executing tasks responsibly	1	2	3	4	5
7. Ability to handle stressful situations	1	2	3	4	5
8. Sensitivity toward others	1	2	3	4	5
9. Creativity	1	2	3	4	5
10. Ability to work as a team	1	2	3	4	5
11. Communication/clarity in speaking	1	2	3	4	5

- I strongly recommend this candidate.
- I recommend this candidate with reservations.
- I do not recommend this candidate.

Additional Comments:

Signature _____	Date _____
Print Name _____	
Print Title _____	

Document 1

I have read and agree with the entire content of this page: _____

Peer Mentor Recommendation Form

Name of Applicant: _____

The student you are evaluating has applied for a leadership role as a TRIO Peer Mentor at Central Arizona College. This position is integral to the development of incoming freshman in the TRIO program at CAC. Peer Mentors are responsible for developing quality relationships with their mentees and guiding them through their first year of college. Your evaluation and comments will help us determine the suitability of the applicant for the leadership position and rate this student against other candidates. Once completed, please place this form in a sealed and signed envelope with the candidate's name on the front and give it to the student to submit with his/her application. Thank you for taking the time to assist this prospective Peer Mentor.

How do you know the applicant? For how long?
Does this candidate show good leadership skills?
Please comment on the candidate's communication skills.
Would you consider this candidate to be reliable and responsible?

	Needs Improvement	Average	Excellent		
1. Initiative and ability to learn	1	2	3	4	5
2. Integrity	1	2	3	4	5
3. Respect for authority	1	2	3	4	5
4. Receptivity to feedback	1	2	3	4	5
5. Assertiveness	1	2	3	4	5
6. Dependability/executing tasks responsibly	1	2	3	4	5
7. Ability to handle stressful situations	1	2	3	4	5
8. Sensitivity toward others	1	2	3	4	5
9. Creativity	1	2	3	4	5
10. Ability to work as a team	1	2	3	4	5
11. Communication/clarity in speaking	1	2	3	4	5

- I strongly recommend this candidate.
- I recommend this candidate with reservations.
- I do not recommend this candidate.

Additional Comments:

Signature _____ Date _____
Print Name _____
Print Title _____

Document 1

I have read and agree with the entire content of this page: _____