



The Peer Mentor is an upper-class student staff member in the Department of Residential Life who is responsible for supporting a full-time faculty member within a specific residential college. Under the supervision of the Coordinator for Academic Success and in collaboration with the residential college faculty members, this role supports all aspects of Residential College participant success including peer mentoring, weekly office hours, monthly and weekly programming, and community development efforts. The Peer Mentor does not have supervisory responsibilities or operational responsibilities for the residential community.

### **Residential College Program and Student Support (80%)**

- Develop and implement at least two programs per month for the Residential College participants of the assigned area. These programs should support the overall mission, vision, and values of the Department of Residential Life.
- Participate in key events for Residential Life (Move-In Day, recruitment events, Welcome Week, etc.).
- Properly track all programming efforts, expenditures, and attendance for all programs, study sessions, office hours, etc.
- Assist with any academic initiatives including in-community tutoring and faculty presence in community where applicable.
- Hold 3 hours of weekly study sessions/office hours in the assigned area, attend 1 on 1 meetings with the Coordinator for Academic Success, attend scheduled meetings with residential college faculty, and attend biweekly Peer Mentor staff meetings.
- Serve as a role model for all students at Louisiana State University.
- Provide support and appropriate referrals to students regarding their academic, social, and personal wellbeing.

### **Recruitment/Marketing (15%)**

- Participate in recruitment during orientation days, admissions events, recruitment events, etc.
- Assist with recruitment for new peer mentors.

### **Departmental Responsibilities (5%)**

- Know and understand departmental and university policies and processes, along with applicable state and federal laws and mandates.
- Attend and contribute to departmental meetings and ongoing staff developments.
- Fulfill other duties as assigned to ensure quality experiences for all community stakeholders.

### **Compensation & Benefits**

- \$10/hour for 10 hours per week.

### **Conditions of Employment**

- Peer Mentors must attend job training before the beginning of each (Fall and Spring) semester, typically in the week before first-year Move In in the Fall and the week before the residence halls open in the Spring.
- The Peer Mentor position employment period begins during Fall Training and lasts through the last day of Finals in May.
- Employment is based on performance and is evaluated semesterly by the Coordinator for Academic Success.
- Maintain a minimum cumulative GPA of 3.0.
- Maintain full-time enrollment in undergraduate school during the fall and spring semesters; summer enrollment is optional.

### **Qualifications**

- Full-time enrollment in an undergraduate degree program at LSU, with preference given to students with prior residential college experience and a major in the applicable Residential College Senior College.
- At least 1 semester of applicable leadership experience at the undergraduate or graduate level (e.g. RA, an active role in a student organization, etc.).
- Possess proficient communication, organizational, administrative, and interpersonal skills.
- Candidate must be flexible, possess the ability to adhere to deadlines, and be self-motivated.
- Ability to pass an HR criminal background check.

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Written Name

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Community



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Signature

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Date

**EEO and SAME Agency Statement:** LSU is designated as a State As a Model Employer (SAME) agency and provides assistance to persons needing accommodations or with the accessibility of materials. For those seeking such accommodations or assistance related to this search, we encourage you to contact the Office of Human Resource Management ([hr@lsu.edu](mailto:hr@lsu.edu))

**Community Commitment:** LSU believes that engagement is essential for creating a vibrant and enriching university experience. We strive to provide equal opportunities for students, faculty, and staff, ensuring that everyone has the chance to thrive and succeed. Our commitment extends to creating a safe and accessible campus, where individuals can feel secure and supported in their pursuit of knowledge and personal growth. Above all, we prioritize excellence in all aspects of our work, aiming to uphold the highest standards of education, research, and service. Learn more about the [Division of Engagement, Civil Rights, & Title IX](#).