

# Peer Mentor Application Packet Academic Year 2023 - 2024

## Multicultural & Diversity Center



**TREASURE VALLEY**  
**COMMUNITY COLLEGE**

**This Packet is Due April 28<sup>th</sup>, 2023, by 5 PM in the Multicultural and Diversity Center or via email to be taken into consideration:**

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Weese 108 (Multicultural & Diversity Center)

**PAY** – \$13.50 Hr.  
**JOB TYPE** – Part-Time (6hrs per week)  
**DEADLINE** – April 28<sup>th</sup>

**LOCATION** – Ontario, Oregon  
**DEPARTMENT** – Diversity Dept.  
**REPORTS TO** – Multicultural Coordinator

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**Peer Mentor Description:**

As a vital component of the TVCC community, Peer Mentors represent a group of positive, enthusiastic, and well-informed student body interested in working with multiple constituents of TVCC to promote student success. TVCC Peer Mentors serve as role models and mentors to all students, emphasizing continuing students' success and retention.

**Essential Functions:**

- Assist with new student orientations
- Assist students in the registration and advising process
- Assist with Online Pure Chat
- Assist in facilitating cultural events throughout campus
- Represent the college in campus tours
- Assist in campus-wide events
- Promote the image of TVCC
- Create a welcoming environment for the Multicultural & Diversity Center
- Academic tutoring and study skills
- Assist with Early Intervention communication with peers

**Terms of Employment:**

Peer Mentors may dedicate an average of 6 hours per week with the understanding that this may fluctuate depending on need. Peer Mentors are compensated monthly, with the hourly rate being the state of Oregon's minimum wage.

**Required Qualifications:**

- Candidate must be a full-time student throughout the employment of the academic year
- Be able to commit to a full quarter as a TVCC Peer Mentor
- Possess and maintain a GPA of 2.5 or higher to continue employment

**Preferred Qualifications:**

- Prior leadership and community service experience demonstrating skills in interpersonal communications
- Ability to relate with people of diverse cultural, social, and educational experience
- Bilingual in English and Spanish is a plus but not required for consideration

**Applications Procedure:**

- Fill out the application and submit it by the deadline (April 28<sup>th</sup>)
- Attach a **Resume**

APPLICANT INFORMATION			
Last Name	First	M.I.	Date
Street Address		Apartment/Unit #	
City	State	ZIP	
Phone	E-mail Address		
TVCC Student ID:			
Fluent in Spanish? YES <input type="checkbox"/> NO <input type="checkbox"/>		Other Languages Spoken?	

EDUCATION			
High School			
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	GPA
College		Degree Pursuing	
Expected Graduation Date?			Current GPA

REFERENCES	
<i>Please list two personal and/or professional references.</i>	
Full Name	Relationship
Company	Phone ( )
Full Name	Relationship
Company	Phone ( )

Involvement in Extracurricular Activities:	
Please list the following activities or jobs you will be involved in during the academic year 2022-2023. (Examples: jobs, sports, clubs, RA, ASG, or any other programs inside & outside TVCC)	
1.	2.
3.	4.



**PLEASE RESPOND TO THE FOLLOWING QUESTION**

*What attracts you to this position?*


**Please note that if you are selected for any position, there is a MANDATORY training week you **MUST** attend. You must participate in this training week to ensure your application is valid. The official date of the said training week will be discussed during the interview process.**

**DISCLAIMER AND SIGNATURE**

I hereby state that all the above information is accurate and correct. I also understand that all information contained herein is subject to official verification by TVCC Multicultural & Diversity Office. I also state that I have read the official job description and understand the responsibilities outlined within the document.

Signature

Date

It is the policy of Treasure Valley Community College that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, religion, national origin, age or disability in any educational programs, activities or employment. Persons having questions about equal opportunity and non-discrimination should contact the Human Resources Director located in the Student Services Center on the south side of the Four Rivers Cultural Center Building. Telephone (541) 881-5835 or TDD (541) 881-5839 .  
Persons having questions about or requests for special needs and accommodations should contact the Disabilities Services Coordinator at Treasure Valley Community College, 650 College Blvd., Ontario, OR 97914. Telephone (541) 881-5835 or TDD (541) 881-5839 .