



## Learning Community Mentor

### *Position Description*

<b>Title:</b>	Learning Community Mentor
<b>Reports to:</b>	Program Coordinator of your Learning Community
<b>Appointment:</b>	Approximately 10 months
<b>Compensation:</b>	\$300 Stipend per semester credited to your student account; preferred parking

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### **Position Summary:**

The Mentor of a Learning Community is responsible for providing leadership, information and resources, and fostering a learning environment for all the residence halls. Students should use the Guiding Principles of the Division of Student Affairs to focus their work. These principles include:

- Providing an inclusive university community that encourages involvement and advocates a free exchange of ideas.
- Valuing intellectual creativity, leadership and excellence.
- Promoting integrity and personal responsibility.
- Including students in decisions which enhance their university experience.
- Being innovative in our programs, policies and procedures.
- Having collegial and supportive relationships with students and with each other.

### **Responsibilities:**

- Assist with first-year student residence hall move-in.
- Assist in all planned events as agreed upon by the Learning Community Staff and goals/directives of the Learning Community.
- Be available and accessible to residents. Have your room door open for a minimum of one hour daily.
- Assist residents with personal concerns.
- Serve as a resource for residents and encourage them to try new activities.
- Eat meals with residents from your Learning Community on a regular basis.
- Attend hall and house programming, special events, and tradition; and role model positive academic and social behaviors.
- Provide constructive feedback to your supervisor.
- Meet weekly with your Learning Community staff.
- Maintain regular contact and effectively communicate with the residents in your house, house RAs/PC, and other Mentors.
- Attend all required Mentor and Learning Community training.
- Maintain confidentiality.
- Complete other duties as assigned and discussed with supervisor.

## Qualifications:

### Minimum Qualifications:

- Must be enrolled as a full-time student for the 2008-2009 academic year.
- Must currently be living in a Michigan Tech University residence hall and/or have one year of residence hall living experience.
- Must be free and remain free of any disciplinary sanctions imposed through the University Judicial System at time of appointment and remain free while employed with Housing and Residential Life.
- Must have a minimum and maintain a cumulative GPA of 2.5 and a semester GPA of 2.0

### Additional Desired Qualities:

- Is willing to go above and beyond the minimum requirements.
- Has a strong personal commitment to academic success and a desire to share and encourage that commitment among peers.
- Is flexible in various situations.
- Has good communication skills, especially listening skills.
- Brings creativity and problem-solving skills to events, activities and issues in a hall.
- Has a positive attitude towards themselves and Learning Communities.

Please note this job description is subject to change.

If a position is offered, employees will be required to sign the *Learning Community Mentor Job Agreement for 2009-2010*.