ACCESS Mentoring Program Description:

The ACCESS (Advocates Creating Conversations that Engage and Support Students) Mentoring Program is designed to provide students the opportunity to connect with a member of UNT’s faculty and staff as well as a peer mentor. Although most of the students who participate are Emerald Eagle Scholars, this mentoring program is open to all students.

ACCESS Peer Mentor Selection Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Time &amp; Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, March 18</td>
<td>Applications Available Online</td>
<td><a href="http://transition.unt.edu/mentoring">http://transition.unt.edu/mentoring</a></td>
</tr>
<tr>
<td>Monday, March 19</td>
<td>Applications Available for Pick Up</td>
<td>University Union, Suite 377</td>
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<tr>
<td>Monday, April 1st</td>
<td>Applications Due</td>
<td>5PM, University Union Suite 377</td>
</tr>
<tr>
<td></td>
<td><strong>Applicants must turn in a completed packet and apply online through Handshake</strong></td>
<td><strong>All applicants must sign up for a group interview when they turn in their application packet</strong></td>
</tr>
<tr>
<td>Wednesday, April 3rd – Friday, April 5th</td>
<td>Individual Interviews</td>
<td>10AM – 5PM; TBD</td>
</tr>
<tr>
<td>Monday, April 8th</td>
<td>Positions Offered</td>
<td>Email notification</td>
</tr>
</tbody>
</table>

Application Deadline: Monday, April 1st by 5:00PM.

All Applicants must return a completed application packet. Return application packets to the Office of Orientation and Transition Programs | University Union Suite 377

ACCESS Peer Mentor Application Steps

Step 1: Apply through Handshake: Job #2488933
Step 2: Fill out and complete Application Packet
Step 3: Turn in Application Packet to Office of Orientation and Transition Programs
Step 4: Participate in ACCESS Peer Mentor Group and Individual Interview
ACCESS Peer Mentor Application

Student Information

Name: ______________________________ UNT ID#: ______________________________
UNT EUID (EX:abc00110): ________________
Cell Phone: ____________________________
Email Address: ____________________________

Educational & UNT Information

Classification: Freshman | Sophomore | Junior | Senior
Number of Semesters at UNT: ______________________________
Major(s): ____________________________ Minor(s): ____________________________
Anticipated Graduation Month and Year: ____________________ GPA: ____________
ACCESS Peer Mentor Role:

The Access Peer Mentor position in the Office of Orientation and Transition Programs. ACCESS Peer Mentors mentor a group of 20-30 students in the ACCESS Mentoring Program. ACCESS Peer Mentors also support and facilitate events and programs through the ACCESS Mentoring Program.

Job Description:

- Support a group of students through on-going, group and/or one-on-one meetings
- Submit regular reports and monthly engagement plans for mentee interactions
- Appropriately respond to student questions, concerns, or problems
- Serve as a referral for student services should a new student have a problem
- Attend peer mentor bi-weekly staff workshops
- Connect with new students using social media
- Serve as a positive role model
- Attend all training sessions
- Additional duties could be assigned as requested by the peer mentor program

Essential Qualifications:

- Peer Mentors must have a 2.75 cumulative grade point average
- Good academic and disciplinary standing with the University
- Current UNT undergraduate student who will be enrolled full time in fall 2017 semester
- Strong interpersonal and communication skills

Time Commitment:

- Between 8-10 hours per week including office hours, meetings with students, mentoring program events, and peer mentor meetings
- Be willing to make a one academic year commitment to the ACCESS Mentoring Program
- Mentors will be required to attend both the Centralized Peer Mentor Training and program specific training

Compensation:

- $7.50 per hour
- Staff Apparel and Staff Supplies

The University of North Texas is an Equal Opportunity/Affirmative Action Employer.
Interview Process

Individual Interviews:

All candidates who meet the minimum position qualifications will be invited to interview. Applicants should sign up for an individual interview when they submit their official application to the Office of Orientation and Transition Programs (Union 377). The interview will be a traditional formal interview, where the applicant will have the opportunity to talk through their experiences and interests related to the position as well as express a little more about themselves.

The recommend attire for the interview process is Business Casual.

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<tr>
<th>Date</th>
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<th>Time &amp; Location</th>
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<tbody>
<tr>
<td>August 12 – August 16</td>
<td>Peer Mentor Training Week</td>
<td>8AM – 5PM; TBD</td>
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<tr>
<td>August 19 – August 23</td>
<td>First Flight Week</td>
<td>8AM – 5PM; TBD</td>
</tr>
<tr>
<td>September 6-7</td>
<td>OTP All Student Staff Retreat</td>
<td>TBD</td>
</tr>
<tr>
<td>N/A (Typically Fridays)</td>
<td>Bi-weekly Staff Meeting</td>
<td>2PM; TBD</td>
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<tr>
<td>N/A</td>
<td>Monthly Major Programs</td>
<td>TBD</td>
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