

PEER LEADER JOB APPLICATION

Forrest County Student Success Center Fall 2017

PEER LEADERS (Peer Mentors, Tutors, Supplemental Instruction Leaders)

Student Success Center peer leaders provide tutoring services as well as leadership and guidance to students on PRCC campus. A Peer leader serves to assist students with their academic adjustment and personal acclimation to college and campus. Peer Mentors are selected based on leadership experiences, communication and interpersonal skills, academic success, the ability to be a referral agent and the capacity to create and foster a peer relationship with students in order to assist them in their transition to college. Ultimately, all peer leaders serve as role models, for students, the Student Success Center, and PRCC.

Duties/Responsibilities:

- Peer leaders will be asked to work between 10 and 15 hours a week.
- Know and understand PRCC policies, procedures and course structure.
- Utilize patience, friendliness, and a positive attitude in all interactions with students.
- MUST attend weekly scheduled meetings with SSC Coordinator.
- Assist with various First Year Experience Orientation course activities and assignments.
- Assist students with tutoring in various subject areas.

Other responsibilities of a SSC Peer Leader include:

- Monitor the computer lab and quiet zone. Make sure all students sign in and feel welcome.
- Be able to assist students with Riverguide, Canvas, E-Portfolios, Career Portfolios and the Student Success Center website along with other job duties assigned by SSC Coordinator.
- ***Understand how to refer students when they have issues that need help beyond your ability.***
- Help prepare the classroom/computer lab for scheduled activities.
- Help with any other SSC projects/activities that arise.

Qualifications:

- Minimum grade point average of 3.0
- Sophomore classification by Fall 2017 or have completed at least 1 semester at PRCC.
- Strong interpersonal skills
- Positive attitude
- ***Self-motivated***
- ***Reliable and professional*** in all work related activities. Shows up to work when scheduled. Maintains positive interactions with all students, faculty, and staff.
- Model student and adheres to all PRCC policy and procedures; sets a positive example for the campus.

Compensation:

Peer Leaders are paid \$7.25/hour.

Questions?

Mrs. Latessa Allen

lallen@prcc.edu

601-554-5554

Peer Leader Application

Fall 2017

Supplemental Instruction is an academic program that provides essential student support that uses peer-assisted study sessions to improve student retention and success. If any, which subject area are you most interested in pertaining to supplemental group tutoring sessions outside of class?

**Peer Led Tutoring Sessions/
Supplemental Instruction (SI):**

English Comp I _____

Biology _____

Computer Applications _____

Psychology _____

A&P I _____

Other (specify) _____

Which subject areas do you feel most confident assisting students in? (Rank first choice, second choice, third choice, and fourth choice)

SSC Computer Lab Tutoring:

Math (Specify) _____

English/Writing (Specify) _____

Science (Specify) _____

Computer Courses (Specify) _____

Other (Specify) _____

General Information:

Name:

E-mail:

Student ID#:

Local Address:

Cell Phone:

Date of Birth:

How many semesters have you attended PRCC?

GPA:

Expected Date of Graduation:

Degree Program:

List any organizations you belong to on campus:

What do you want to do after you graduate from PRCC?

What other time commitments will you have in fall 2017 semester? (other jobs, organizations, family, etc.)

Signature: _____

Date: _____

Please list two PRCC faculty members that can provide you a reference:

1. _____

2. _____

Please answer the following questions

1.) Why do you think you would be a good peer leader?

2.) What does it mean to be a model student?

3.) How can a peer mentor assist in making sure that students finish each semester and graduate?

STUDENT SUCCESS CENTER
Peer Leader Availability Sheet for Fall 2017 Semester



FORREST COUNTY STUDENT SUCCESS CENTER

	Monday	Tuesday	Wednesday	Thursday	Friday
8:00 – 9:18 AM					
9:25 – 10:43 AM					
10:50 – 12:08 PM					
12:15 – 1:33 PM					
1:40 – 2:58 PM					
3:05 – 4:00 PM					

****A peer leader is allowed to work up to 15 hours a week.***

How many hours a week would you like to work for Fall 2017 semester?

Are there any other comments you'd like to state about your availability (other employment responsibilities, club/organization responsibilities, etc.)?

Peer Leader Reference Form

Dear Faculty:

The Peer Leader applicant has asked you to be a reference for their position as a Peer Leader for the Fall 2017 Semester. We are looking for individuals who are hard-working, have strong interpersonal skills, have completed at least 1 semester at PRCC with at least a 3.0 GPA, and are positive and self-motivated. Please complete the reference form and send it to:

Mrs. Latessa Allen
Student Success Center
Building 1 Room 114 A
601-554-5554
lallen@prcc.edu

Rank the student based on how strongly you agree or disagree with the following statements.
1=strongly disagree; 2= disagree; 3=neutral; 4=agree; 5=strongly agree

I know the student well.	1	2	3	4	5
The student is stable.	1	2	3	4	5
The student is mature.	1	2	3	4	5
The student works well with others.	1	2	3	4	5
The student is a good role model.	1	2	3	4	5
I highly recommend the student for the position of Peer Mentor	1	2	3	4	5

Please explain in a brief statement (a couple of paragraphs), how you know the student and if you think he/she would be an excellent peer leader.

Student Name: _____ **Faculty Member:** _____

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