



UCF

TRiO Programs

UNIVERSITY OF CENTRAL FLORIDA

PRIME STEM Program Peer Mentor/Tutor 2018-2019

PRIME STEM is a program for college students who are first-generation, demonstrate a financial need, and/or have a documented disability pursuing a STEM (Science, Technology, Engineering, and Mathematics) or Health Science major. The project offers academic support services (tutoring, advising, and coaching) and other resources to assist scholars.

Job Description:

Under the direct supervision of the PRIME STEM Assistant Director, peer mentor/tutors will work one-to-one and in small groups with PRIME STEM scholars. In their combined role, students will provide a “student’s point of view” of college life and act as a coach guiding students to appropriate campus resources. They will share their experiences with students, provide ongoing communications to scholars via social media and frequent publications, present at workshops, and focus on student’s study and academic skills for the tutoring component.

For the mentoring role, students will:

- Assist with referring students to appropriate campus resources
- Provide leadership during PRIME STEM Project activities
- Maintain contact with PRIME Scholars via email, Facebook, etc.
- Establish mentor-mentee relationship with scholars
- Assist with program publications, newsletters, office projects, etc.
- Other duties as assigned

For the tutoring role, students will:

- Tutor a math (i.e. Trig, Pre-Calculus, Calculus, Physics) or science subject
- Establish coaching relationship with PRIME STEM tutees
- Implement study skills techniques
- Complete bi-weekly tutor reports
- Assist with program publications and workshops
- Other duties as assigned

Qualifications:

For consideration, candidates must possess the following qualifications:

- Have a cumulative and major GPA of 3.5+
- Juniors and Seniors are preferred, but other qualified applicants will be considered
- Strong interpersonal skills
- Knowledge of their major and university resources
- Comfortable presenting to groups
- Declared STEM Major
- Ability to use a variety of study aids
- Must have a B or higher in the course being tutored

Work Hours and Pay:

Peer mentors will work 8 hours per week when classes are in session and will be paid \$9.50/hour with the possibility of a raise after one year of service. The position will officially begin in August with a half-day training and will last through Spring 2019 with the possibility of continuation for the next academic year if desired.

Application Process:

Please complete the follow application and submit it to the TRiO Center in Howard Phillips Hall, 208 by **August 1st**. In addition to your application please include a resume and your class schedule for Fall 2018 and Spring 2019 (if possible). Interviews will be scheduled after applications have been received. If you have any questions, email Rasha.Daniel@ucf.edu (Assistant Director, PRIME STEM).



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TRiO Programs**PRIME STEM Program
Peer Mentor/Tutor Application 2018-2019**

Please complete the following application and return to Howard Phillips Hall 208 on or before August 1st

Student Applicant Information

Name _____ UCFID _____

Address _____

Phone Number (Home) _____ (Cell) _____

E-mail Address _____

Major _____ UCF Cum. GPA _____

Classification: _____ Freshman (0-30 credits) _____ Sophomore (30-60 credits)
_____ Junior (60-90 credits) _____ Senior (90-120+ credits)

First generation college student (i.e. neither parent has a Bachelor's degree)? _____ yes _____ no

Anticipated date of graduation (semester/year) _____

Are you currently working on campus? _____ yes _____ no

If yes, which department? _____ Hours/week _____

Are you involved in Undergraduate Research? _____ yes _____ no

Have you completed an internship? _____ yes _____ no

Are you currently mentoring for any other program on or off-campus? _____ yes _____ no

If yes, which program? _____ Hours/week _____

Are you involved in any of the following programs?

_____ PRIME STEM _____ RAMP _____ EXCEL _____ LEARN
_____ McNair _____ SOAR _____ MASS First Generation Program
_____ MASS Brother to Brother Program



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Application Questions

Please provide a 2-3 sentence answer the questions below.

What are your career goals?

What other commitments or extracurricular activities are you committed to for 2018-2019?

Why do you want to be a mentor?

What days/times would you prefer to work in Fall 2018? (8 hours max)

I certify that the information provided is accurate to the best of my knowledge.

Signature _____ Date _____

Office Use Only

Date Received:	
___	Resume
___	Class schedule(s)
___	Completed Application (2 pages)



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