

AGNR Peer Mentor Job Description (2023)

Title: Peer Mentor (College of Agriculture & Natural Resources - Office of Academic Programs)

Responsibilities:

AGNR Peer Mentors (PMs) assist fellow AGNR students with navigating everyday campus needs such as advising, registration, academic resources, and more. PMs will meet with AGNR students by way of drop-in or scheduled appointments, during which they will:

- Assist with the preparation of 4-year academic plans and explain degree/benchmark progress
- Familiarize others with registration procedures and resources (Testudo, Venus, etc)
- Assist in advising appointment planning such as building tentative schedules, pre-selecting courses, reviewing academic audits, exploring changing majors or adding additional major(s)/minor(s)
- Guide students to various campus resources and/or services as needed (e.g. career services, counseling services, learning assistance services, etc).

When not assisting students, Peer Mentors will assist the AGNR Academic Programs Office to complete other tasks associated with student services and support. This includes but is not limited to data management, record filing, event planning, mailing, and assisting individuals who walk into the main office.

Minimum Qualifications:

- a) Currently enrolled as a full-time undergraduate student in an AGNR major
- b) Has been enrolled in an AGNR major for at least two consecutive semesters
- c) Has completed 24+ cumulative credits (transfer credits included)
- d) Has a cumulative GPA of 3.0 or higher (2.7 or higher *may* be considered)
- e) Will not be graduating prior to December 2024

Preferred: Demonstrated engagement in UMD/AGNR through extracurricular involvement such as study abroad, research or teaching assistantships, internships, clubs, professional organizations, athletics, etc.

Commitment & Compensation:

Peer mentors commit to a minimum of 4 work hours per week, in-person in Symons Hall. Mentors are paid \$15.00 hourly (UMD's current minimum wage for students). Additional shifts or hours may be discussed as needed.

Date Available:

These positions are currently open and will remain open until filled. New hires will begin their onboarding as soon as they are hired. Contracts are reviewed annually and may be renewed for additional years moving forward.

Application Deadline: **September 15, 2023 (by midnight)**

Applications can be submitted electronically via Google Forms: <https://forms.gle/nSVCGarRK5X9PIQEA>

You will be asked to upload a current resume and a personal statement of interest (250-500 words) explaining why you are interested in becoming a Peer Mentor and the skills you bring to the position.

For more information about the position, please contact:

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Program Manager for Student Services
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