

Duke Kunshan University Peer Mentor Program

Within the Office of Undergraduate Advising, the Duke Kunshan University (DKU) Peer Mentor Program provides opportunities for incoming first-year students to connect with and learn from upperclassmen students. The Peer Mentor Program is based on a student mentoring model and aims to help new students transition into and succeed in their college life.

As a Peer Mentor, you will have the opportunity to help first-year students adjust to the DKU community and develop strong communication and leadership skills.

This year, Peer Mentor will have the exclusive opportunities to enroll in a student leadership course in Session 4, 2026 Spring before on board.

Role and Responsibilities

- Meet with mentees on a regular basis and serve as a role model and resource, providing information and reflection on adjusting to college, campus resources, class experience, DKU community experience, and academic success learning strategies, in the form of group meetings, individual meetings and over digital platforms (e.g. email, WeChat).
- Attend mandatory Peer Mentor professional development sessions and other activities.
- Assist the Office of Undergraduate Advising in office operation, event organization, marketing, and administrative tasks as assigned.
- Assist the Office of Undergraduate Advising in organizing and promoting Peer Mentor events.
- Elect to serve on a committee for programming or content development for the Peer Mentors program; identify a topic of interest/need and create an educational project.
- Peer Mentors who fulfill the training and mentoring hours requirements are eligible to be a CRLA-certified Mentor, an internationally-recognized certificate for peer mentors.
- Maintain appropriate confidentiality while serving as a Peer Mentor.

Requirements & Eligibility

- Minimum cumulative GPA of 3.0 (students whose GPA below 3.0 are also encouraged to apply)

- Demonstrate effective verbal and written skills in English
- Enthusiastic about helping others
- Maintain professional conduct and appearance
- Commit to serve for at least one year in this role

Compensation

Peer Mentors will be provided a monthly stipend for their work (32 RMB per hour). Peer Mentors are hired for one year with the possibility of renewal annually. Peer Mentors can expect to work approximately 10-12 hours a month. Per campus policies, the total number of hours for student workers should not exceed the maximum of 40 hours per month.

How to Apply

- Fill out this Qualtrics form, which will include a 300-500 word essay answering these questions: Why do you want to become a Peer Mentor and what do you think you can contribute to the Peer Mentor program?
- One-page resume
- PDF copy of unofficial transcript (can be downloaded from DKUHub)
- Name and contact information of two references. References can be from a faculty member, a campus administrator who knows you well, or a current/former supervisor.
- Optional reference from a current Peer Mentor.

Applications are due **Jan 23rd , 11:59 pm Beijing Time**. Late or incomplete applications will not be considered. Selected applicants will be invited to the interview stage.

If you have any questions, please email advising@dukekunshan.edu.cn.