**Current Mentor Position**

**First-Year Experience Service**

**2024 - 2025**

**APPLICATION CHECKLIST & INSTRUCTIONS FOR RETURNING MENTOR CANDIDATES**

Contact Frae Binder (fraebinder@depauw.edu) if you have any questions about this application.

|  |
| --- |
| **Full name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Student ID:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |

**In order to apply to return to staff, current mentors should complete the following.**

1. Submit responses to a Google form that can be located at <https://forms.gle/9dmfpv7riYd2eM2w5>
2. Attach your current resume on the front or included in your application submission.
3. Thoroughly respond to the following questions. Responses to each question should be around 300 words. Please attach your responses.
	1. Based on your experiences as a Mentor, articulate the value of the program.
	2. Please comment on your performance as a Mentor this year. You should reference the feedback your Mentor Group provided you. Describe how you hope to continue to develop as a mentor during the remainder of this year.
	3. At the core of the position, the mentor is expected to help each of their first-year students find connections at DePauw. Additionally, mentors are expected to facilitate an inclusive community among the members of their mentor group and create an environment that is welcoming and affirming to each of their students. As a mentor, how did you work towards this goal this past year? Talk about the successes and shortcomings in how your group achieved this environment. What might you do differently next year in this regard?
4. Submit this application digitally to firstyearprograms@depauw.edu no later than **April 6th, 2024, at 12 p.m. (EST)**. If you have questions, please email Frae Binder at fraebinder.edu.
5. When submitting an application, sign up for a 30-minute interview with a group of peer mentors.
6. Mentor Candidates will be informed of hiring decisions on **April 29th, 2024**.

By signing below, I am indicating that I have reviewed the Mentor position description and meet all requirements regarding eligibility. Furthermore, my signature below indicates I understand that I have submitted a completed application.

|  |
| --- |
| **Signature:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  |

#

# MENTOR SERVICE DESCRIPTION

**2024-2025**

*The First-Year Experience Program (FYE) supports and challenges students as they explore and actively engage in learning and growth opportunities while they transition to DePauw. The program helps students intellectually engage, experience tremendous personal growth, understand their obligations to the community and develop meaningful relationships that help create a sense of belonging.*

*Mentors benefit from participating in the program by developing leadership, group facilitation, and mentoring skills to their growth as leaders of the DePauw community, and provide valuable experience for their future career and service pursuits while contributing to the development of an inclusive DePauw community that is welcoming and affirming of all individuals*

**SUMMARY OF SERVICE**

The mentor works closely with a group of approximately 15 first-year students in an assigned First-Year Seminar to provide them with academic and personal support and guidance throughout the entire year. The mentor is responsible for meeting with the mentor group on a regular basis (on average every other week) and meeting individually with each student once a semester and as needed.

The mentorship service will begin with a training session in the spring and an intensive week of training prior to New Student Orientation in August. Mentors are expected to actively participate in New Student Orientation activities and to maintain regular contact with their mentees throughout the academic year. Mentors are expected to attend required staff meetings that occur every other week over lunch.

Each mentor will be assigned to a cohort group – a “color group” - of fellow mentors that will be supervised by a peer mentor. The Director of Student Involvement oversees the Mentor Program.

**QUALIFICATIONS**

Mentors are mature, engaging individuals who have demonstrated their own academic and personal success. Successful candidates are those who are actively engaged in the intellectual and community life of the campus, engaging, insightful, reflective, responsible and creative. They should be committed to developing an inclusive DePauw community that is welcoming and affirming of all individuals. Well-developed interpersonal skills and a solid commitment to the program are a must. Mentors should be able to facilitate meaningful dialogue on issues such as academic-related topics, power, privilege, and diversity, college transition issues, and support resources on campus.

Mentors must be of sophomore or higher standing during their year of service, be making satisfactory academic progress towards their degree, and be in good standing with community standards. In general, mentors have a minimum of a 3.0 cumulative grade point average, but this is not a strict requirement. Successful applicants must be able to demonstrate their potential to serve as an effective role model in terms of both academic and community standards.

Mentors must be on campus the entire academic year, excluding Winter Term. Returning Mentors are permitted to be off campus in the Spring Term.

**RESPONSIBILITIES**

* Facilitate a group of approximately 15 first-year students (who are in the same First-Year Seminar) as they transition and integrate into the DePauw community.
* Develop a positive mentoring relationship with students in a mentor group and maintain regular contact with them throughout the academic year. Meet with the mentor group every other week. Conduct one-on-one meetings with each first-year student in the mentor group once each semester. Be available to first-year students as a resource regarding academic, campus, and personal matters and provide referrals as appropriate.
* Challenge each individual student to participate actively and responsibly within the DePauw community, both in and out of the classroom. Encourage first-year students to engage in the intellectual life of the campus and participation in University programming. Facilitate ongoing dialogue about assigned topics including intellectual life, values of the DePauw community, power, privilege, and diversity, and academic and leadership skills. Coordinate group participation in FYE programs during New Student Orientation and throughout the academic year.
* Provide assistance and support to new students and their families and to the University staff during New Student Orientation. Facilitate group activities and discussions during New Student Orientation.
* Report concerns about first-year students to the Director of Student Involvement in order to get students appropriate support.
* Attend cohort meetings led by a peer mentor as well as occasional individual meetings. Attend required mentor staff meetings that take place every other week over lunch.
* Develop a working relationship with the First-Year Seminar Faculty Instructor and maintain regular contact with the instructor.
* Commit approximately 5-6 hours in the Spring Term to assist with the mentor selection process.
* Uphold high standards of personal behavior.

**TRAINING/EDUCATION**

* After being selected, mentors are expected to attend a meeting in the Spring Term in preparation for the following year. (Mentors studying off campus in the spring will not be required to do so).
* Mentors must return to campus early in the fall and participate in a week of comprehensive training, education, and skill development prior to New Student Orientation. Training /education will include a focus on conceptual topics such as community, intellectual life, diversity, group development, University resources, and mentoring and skill-based elements including group facilitation and helping skills.
* Mentors will also receive ongoing training during the year. **Training for the 2024 - 2025 academic year is anticipated to begin Friday, August 9th, 2024. Mentors must attend all training programming and activities from August 9th - August 16th, 2024. New Student Orientation begins on Saturday, August 17th, 2024.**

**ADDITIONAL BENEFITS**

* Mentors will have $500 applied as a credit to their tuition bill.
* $250 will be credited in the Fall Term and $250 in the Spring Term.

**DePauw University Equal Opportunity Statement**DePauw University, in affirmation of its commitment to excellence, endeavors to provide equal opportunity for all individuals in its hiring, promotion, compensation and admission procedures. Institutional decisions regarding hiring, promotion, compensation and admission will be based upon a person’s qualifications and/or performance without regard to race, color, creed, religion, national origin, sexual orientation, disability, age, gender, gender identity or gender expression, except where religion, gender, or national origin is a bona fide occupational qualification.

DePauw University’s goals and commitments are best served if the institution reflects the diversity of our society; hence, DePauw seeks diversity in all areas and levels of employment and abides by all local, state, and federal regulations concerning equal employment opportunities. The University admits, hires and promotes individuals upon their qualities and merits.

Based on your experiences as a mentor, articulate the value of the mentor program.

|  |
| --- |
|  |

Please comment on your performance as a Mentor this year. You should reference the feedback your Mentor Group provided you. How have you met and even exceeded the expectations that we have for mentors?

|  |
| --- |
|  |

At the core of the position, the mentor is expected to help each of their first-year students find their home at DePauw. Additionally, mentors are expected to facilitate an inclusive community among the members of their mentor group and create an environment that is welcoming and affirming to each of their students. As a mentor, how did you work towards this goal this past year? Talk about the successes and shortcomings in how your group achieved this environment. If you are a mentor next year, how would you assist your mentors with this aspect of the position?

|  |
| --- |
|  |