

MSU 101 – Discovering University Life

Peer Advisor

Morehead State University
Position Description 2009-2010

Position Summary

The Peer Advisor (PA) is a key figure in a new student's experience at Morehead State University. Peer Advisors can and will make significant contributions to the lives of students. Peer Advisors are representatives of MSU. PAs serve as an assistant to the MSU 101 instructor. They attend all assigned MSU 101 classes, cover topics as assigned by the instructor and meet with students one time outside of class.

Responsibilities

- Participate in Peer Advisor training sessions in August.
- With the instructor's guidance, participate in the MSU 101 class. This participation may include facilitating small groups, assisting with group activities, making brief presentations with instructor's supervision, and assisting with class preparation.
- Attend all MSU 101 class meetings. If you must miss a class, you need to notify your assigned instructor. If you need to miss two or more classes, you must also notify the First Year Program Director.
- Complete all activities as assigned by the instructor and First Year Program Director.
- Schedule and conduct one individual meeting with each student in the assigned course.
- Provide guidance and support to assigned students. Peer Advisors do not take the place of the professional or faculty academic advisor, counselor, or other professional support staff. PAs make referrals to the appropriate area.
- Provide a positive student role model for other students to emulate.
- Assist new students in becoming more knowledgeable of academic policies and procedures, support services, university resources, campus organizations, and university activities.
- Collect information and prepare reports for evaluation of program.

Qualifications

To be eligible for consideration, applicants must:

- Exhibit knowledge of first year student issues.
- Exhibit leadership abilities.
- Exhibit a commitment to Morehead State University and the mission of MSU 101.
- Adhere to a strong code of ethics.
- Exhibit strong communication skills.
- Be able to work with a diverse group of people including students, faculty, and staff.
- Be in good social standing with MSU.
- Sophomore status by employment date.
- Have a cumulative GPA of 2.800 or higher by the end of the spring semester prior to employment.

Length of Position

The position begins with mandatory training the week before classes begin in the fall semester and ends with the last MSU 101 class period.

Mandatory Events

- Peer Advisor Training
- All MSU 101 class meetings
- One individual meeting with the First Year Program Director.

Compensation

Peer Advising is a paid position. Peer Advisors that have a workstudy in another department must contact the First Year Program Director for approval.