



## International Peer Mentorship Program General Job Description – Peer Mentor

The International Peer Mentorship Program or also known develops a community of resilient and thriving student leaders who will have the qualities that enable them to excel. The mission of the program is to provide students with an enriching and supportive space, helping them thrive and feel a sense of belonging in the vibrant community. As a volunteer Peer Mentor, you will work with your Mentee by offering one-on-one support.

### Support Mentees:

1. Serve as initial contact person for your Mentees
2. Provide one-on-one mentorship to your Mentees
3. Direct mentees to campus resources that can aid their integration into the Corpus Christi College community

### Communication:

1. Be in regular contact with your program supervisor regarding the status of your Mentees
2. Respond to all correspondence from the program supervisor or your mentees within 48 hours
3. Immediately notify your program supervisor regarding challenging situations

### Outreach:

1. Recruit new student Mentees through classroom visits, outreach on campus and through various social media channels
2. Provide assistance and guidance (online, phone & face-to-face) to prospective and new students

### Participate in Events:

1. Attend events organized by the office of the Student Life and Centre for Career Development
2. Be an active and enthusiastic ambassador for the college
3. Attend Corpus Christi College events with your mentees

### Benefits:

1. Strengthen your leadership skills as you mentor new students and act as a role model, providing support, assistance and information to fellow students
2. Contribute to community by sharing knowledge, skills and time
3. Receive performance feedback from program supervisor to support your personal and professional growth
4. Gain a valuable volunteer reference and Co-Curricular Record (CCR) recognition
5. Attend special college events and professional development workshops

### Requirements:

1. Be in good academic standing (cgpa above 2.5)
2. Must be returning student
3. Demonstrate reliability, accountability, teamwork, enthusiasm, professionalism and well-developed interpersonal communication skills
4. Sufficient experiences within departmental programs to enable you to provide meaningful assistance and guidance to others
5. Student leadership, peer education, mentorship or volunteer experience inside and outside Corpus Christi College considered an asset



**Mandatory Dates and Time Commitment**

1. Online mentorship training (2 - 3 hours)
2. In-person training: (3 hours)
3. Event attendance:
  - a. UBC Ropes Course
  - b. Imagine UBC
  - c. College Thanksgiving Dinner
  - d. College Christmas Party
4. Monthly social/academic program (College events)
  - a. Whitecaps Games or
  - b. Seawall Biking or
  - c. Richmond Night Market
5. Average 15 hours per month (September 2018 – December 2018)