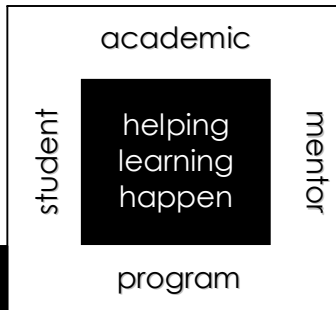


ufdn 1000 student academic mentor

position description



qualifications

- Returning student status
- Enrollment in full-time coursework
- Cumulative GPA of 3.0 or higher (or special faculty approval)
- Interest in course subject and in mentoring students

roles

Some academic mentor tasks are mandatory (); others are recommended (). Faculty are welcome to add other related tasks.

Role model interest in course content and the process of learning.

- Attend 1-3 UFDN 1000 class sessions per week.
- Maintain regular contact with UFDN 1000 faculty member (as arranged).
- Observe students' experiences in course and provide feedback to faculty.
- Organize out-of-class experiences related to course content.
- Present information and/or organize in-class learning experiences.
- Offer insights to students about what the academic mentor took from his or her UFDN 1000 experience.
- Explain objectives and relevance of UFDN 1000.

Be a **Resource** regarding learning strategies and academic tasks.

- Offer peer advising regarding course selection.
- Offer information to students on time management, learning strategies related to class work, etc.
- Coordinate and lead exam study sessions.
- Review papers and offer feedback on student writing.
- Meet individually with students having academic difficulty.

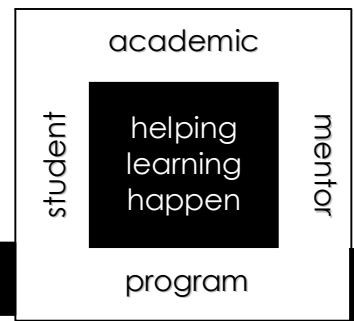
Build **Relationships** with students as they transition to the University.

- Initiate relationships with class members and build rapport.
- Encourage development of positive relationships between class members.
- Talk to students about their experiences and their connections at SPU.

Provide **Referrals** for students to campus resources.

- Provide support and referral regarding transition, academic, and personal issues.
- Discuss student issues regularly with faculty member.
- Provide students information on campus events and traditions related to class content.

ufdn 1000 student academic mentor position description



selection, supervision and training

- Each UFDN 1000 faculty member has the opportunity to **select** and **supervise** an academic mentor for his or her class.
- Academic mentor **training** is required for all mentors and is provided by Student Academic Mentor program staff. Training includes weekly two-hour sessions for the first three weeks of the quarter.

compensation

- Academic mentors can receive 1-3 graded credits as **compensation** for their work. These would be Practicum credits in Theology (THEO 4930—Practicum).
- Credit hours are determined by number of hours per week academic mentors spend on responsibilities.
- Final determination of credit hours is at the discretion of the faculty member.
- Recommended credit hour guidelines are as follows:
 - 1 *credit*: average of 3 hours of work per week (includes time in class).
 - 2 *credits*: average of 6 hours of work per week (includes time in class).
 - 3 *credits*: average of 9 hours of work per week (includes time in class).