CSULA Campus recruitment-Only Students currently attending Cal State L.A. may apply.

Guardian Scholar Peer Mentor, UAS 1048
EOP Guardian Scholars

Salary Range: $15.00/hourly

Work Schedule: This is a student, part-time position; Monday-Friday; 20 hours per week; non-exempt position. This position is not eligible for benefits.

Essential Functions: A Peer Mentor serves as a student leader to the Guardian Scholars Program by providing critical support and guidance to new and continuing program participants. A Peer Mentor assists in providing program and university information to increase each participant’s involvement, development, and overall retention at the university. A Peer Mentor may lead and develop events that challenge their peers with new ideas and encourage them to move beyond the things that are most comfortable, including facilitation of social justice dialogue. A Peer Mentor is selected for their potential to serve as a leader, their sensibility, dependability, social skills, and support for diversity, equity, and inclusion. All Peer Mentors work will be completed remotely until campus is deemed safe to reopen.

Responsibilities
- Meet with supervisor bi-weekly to discuss program planning
- Support student navigation of online resources (e.g. MyCalStateLA, Schedule Planner, researching academic departments, department contact information, additional student support services, etc.)
- Assist EOP counselors and EOP Associate Director in providing academic information, supporting student involvement and student development,
- Lead, develop and support student success workshops and programs
- Provide additional one-to-one and group peer mentorship and support
- Assist students to engage with professors and college advisors to ensure master student skillset with term progression.
- Coordinate and maintain Guardian Scholars program social media platform(s)

Requirements
- Proficient written and verbal communication
- Detail-oriented, reliable, and able to work independently
- Proficient reading and critical thinking skills
- Punctual
- Takes initiative and performs work thoroughly
- Welcoming and works well in collaborating with others
- Ability to lead both small and large groups
- Must possess strong work ethic
- Flexible and open to learning and developing skills in cultural competencies
- Genuine interest in supporting Guardian Scholars student success
- 2.5 GPA
- Must have completed 24 units or more

Desired Qualifications:
- 2nd year student status
- Familiarity with the Guardian Scholar Program
The incumbent must demonstrate an interest or ability in working in a multicultural/multiethnic environment. A background check (including a criminal records check) must be completed satisfactorily before any candidate can be offered a position with the UAS. Failure to satisfactorily complete the background check may affect the application status of applicants or continued employment of current UAS employees who apply for the position.

Review of applications/resumes will begin on May 21, 2021 and will continue until the position is filled; however, the position may close when an adequate number of qualified applications/resumes are received. A cover letter and resume are required.

UAS hires only those individuals lawfully authorized to work in the United States. Americans with Disabilities (ADA) requested accommodations should be made in advance to the UAS Human Resources Department.

Cal State LA University Auxiliary Services, Inc. is an Equal Opportunity/Affirmative Action employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, sex, including sexual orientation and gender identity, national origin, disability, protected Veteran Status, or any other characteristic protected by applicable federal, state, or local law.

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