Position Description: Orfalea Peer Mentors provide one-on-one peer support, guidance, motivation, and accountability to Orfalea students for their aspirations at Cal Poly and in the San Luis Obispo community. Peer Mentors serve as a key resource for students by sharing their experiences, exposure, and knowledge about how to be a successful college student and strategies for eliminating barriers to academic, personal, and professional success.

Position Dates:
- Training Program – Group and Individual Training Session Format
  - Will occur throughout Spring Quarter (dates & times – TBD)
  - Approximately 4 hours per week (paid)
- Official position start date: Wednesday, September 19th, 2018
- Official position end date: Friday, June 14th, 2019

Job Requirements:
- Undergraduate student within the Orfalea College of Business.
- Cumulative GPA of 3.0 or higher (preference).
- Be available to work a minimum of 8 hours per week.
- May not be employed in another Orfalea Student Services leadership position.

Major Areas of Responsibility:
- Serve 5-8 mentees individually throughout the 2018-19 Academic Year.
- Provide intentional mentorship to mentees on a weekly basis, for a minimum of a 1 hour mentoring session.
- Spend 1-2 hours per week preparing for each mentoring session, including curriculum building, strategy brainstorming, and exploration of goal management techniques.
- Utilize a student-development framework while working with students, with an emphasis on skill building within: time management, academic success and studying strategies, stress management, goal setting, strengths and values exploration, career-readiness exploration, and anything else related to personal and professional development.
- Submit monthly progress reports on each mentee.
- Attend weekly staff meetings.
- Staff the Peer Mentoring Center (optional)
- Participate in a leadership board position or team position (not required).

Required Knowledge, Skills, and Abilities:
- Empathetic
- Adaptable
- Organized
- Future-oriented

Preferred Knowledge, Skills, and Abilities
- Previous experience in a coaching, mentoring, teaching, or counseling role.

Education and Experience:
- Open to any current undergraduate student within the Orfalea College of Business.
- Preference given to students who can commit to the position for the full academic year.
- Preference given to students entering their sophomore or junior year.