



Peer Leader Position Description 2010-2011

Peer Leaders are students who work in collaboration with a faculty or staff member to co-instruct a section of the Freshmen Year Seminar Class. The Peer Leader plays an active role in class discussions, collaborates with the faculty/staff instructor, and meets with individual students to serve as a resource and role model. Peer leaders also assist with Welcome Days by leading small group discussions and various other tasks as necessary to help welcome the new students. The goal of this position is to foster academic success, campus involvement, and civic engagement for first-year students.

Position Responsibilities:

- ❖ Attend mandatory FYS training session in April 2010 (dates to be determined)
- ❖ Attend mandatory Welcome Days training in August 2010 (August 16-18, 2010)
- ❖ Attend and actively participate in all Peer Leader class meetings
- ❖ Meet with their faculty/staff instructor as needed (specific expectations & responsibilities of the Peer Leader will be negotiated directly with their instructor)
- ❖ Serve as a role model and reliable resource by introducing first-year students to on-campus programs, services, and activities
- ❖ Provide assistance, support and encouragement to all first-year students.
- ❖ Works cooperatively with other Peer Leaders and the Student Life Staff.
- ❖ Participate in Welcome Days, August 19-22, 2010

Requirements:

- ❖ Cumulative grade point average of 2.5 or higher
- ❖ Sophomore, Junior, or Senior class standing
- ❖ Familiarity and sensitivity to first-year students' transitional issues
- ❖ Knowledge of campus resources
- ❖ Student involvement and leadership experience
- ❖ Demonstrated commitment to Houston Baptist University and our core values

Should you have any questions please contact:
Andrea Palmantier apalmantier@hbu.edu
281-649-3124

Peer Leader Application

2010-2011

Name: _____ H #: _____

Address: _____

E-mail: _____ Phone: _____

Major: _____

Class Standing: _____ Cum. GPA: _____

2. Please type your responses to the following questions on a separate piece of paper.

- a. Why are you interested in the Peer Leader position?
- b. How have your previous experiences prepared you to be a Peer Leader?
- c. Describe 3 major issues facing HBU freshmen.
- d. What skills/qualities could you bring to the Peer Leader position that would assist first year students in making a successful transition to HBU?

3. Please attach a current resume.

4. Please submit two (2) Peer Leader Applicant Evaluation Forms. One (1) of the evaluation forms must be from an HBU faculty or staff member. (If you have previously served as a Peer Leader one of your evaluations must be from your past Discussion Leader)

APPLICATION CHECKLIST:

- Completed Peer Leader application
- Two (2) completed Peer Leader Applicant Evaluation Forms
- Current resume
- Typed response to the questions above

**PLEASE SUBMIT COMPLETED APPLICATION NO
LATER THAN MONDAY, FEBRUARY 8th, 2010 at 5:00
p.m. TO THE STUDENT LIFE OFFICE
(Located 2nd floor of the Baugh)**

Peer Leader Applicant Evaluation Form

Applicant's Name: _____

The student identified above is applying to be a Peer Leader for Welcome Days and the First Year Experience Class. In this capacity, he or she will be expected to participate and lead small groups at Welcome Days, facilitate class discussions, introduce students to college resource/programs/activities, attend Peer Leader meetings, serve as a role model and provide assistance, support, and encouragement to first-year students.

Your Name: _____

Position/Title: _____

Phone: _____ E-mail: _____

How long have you known the candidate? _____

What is your relationship to the candidate? _____

Signature: _____ Date: _____

Please rate the applicant on the following:

	Outstanding	Strong	Average	Below Average	No Opinion
Time Management					
Critical Thinking					
Oral Communication					
Written Communication					
Maturity					
Ability to get along with others					

On the back of this page please provide any additional information that you feel would be helpful in evaluating the applicant. Thank you for your honest feedback.

PLEASE RETURN THIS EVALUATION FORM TO THE APPLICANT IN A SEALED AND SIGNED ENVELOPE OR FORWARD DIRECTLY TO
Andrea Palmantier/Student Life
Houston Baptist University
7502 Fondren Road
Houston, TX 77074

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