Position Title: Commuter Peer Mentor  
Division: Student Affairs  
Department: Commuter Services  
Position Reports directly to: Commuter Services Graduate Assistant and Commuter Services Manager

Commuter Peer Mentors are volunteers who support the mission of Commuter Services by engaging with incoming traditional first-year commuter students. Mentors are responsible for leading a small group of students through team building and development exercises, provide information and perspective regarding being a commuter student, and act as a peer mentor during students’ first semester and beyond to ensure successful acclimation to Xavier and the development of a sense of belonging. This volunteer position provides a great opportunity to gain leadership experience and training for future jobs and leadership roles.

1. University Requirements  
   a. Current Xavier student in good standing with the University. Good standing includes both discipline and academic standing, and is defined as follows:  
      i. Not on University probation  
      ii. Any previously assigned conduct sanctions are complete  
      iii. Cumulative GPA of 2.5 or higher through spring semester 2018

2. Qualifications  
   a. Has been a traditional commuter student at some point during their time at Xavier  
   b. Understand and support the goals of Commuter Services  
   c. Demonstrate respect for all individuals regardless of ability, creed, ethnicity, gender, race, etc.  
   d. Demonstrate responsibility, sincerity, enthusiasm, friendliness, flexibility, and patience  
   e. Display a willingness to help others  
   f. Attend classes as a full-time undergraduate Xavier student during Fall 2018  
   g. Students studying abroad during Fall 2018 are not eligible unless a specific exception is granted by (Assistant Director for Leadership & Orientation)  
   h. Students selected as RAs, Smooth Transitions Mentors, or Manresa leaders for 2018-2019 are not eligible to serve as a Commuter Peer Mentor

3. Duties & Responsibilities  
   a. Responsible for leading a small group of commuter students throughout Manresa  
   b. Maintain connection throughout first semester  
   c. Facilitate small group activities and discussions, answer questions, and address concerns  
   d. Personally welcome new commuter students to the Xavier community and serve as a resource for them  
   e. Should have strong interpersonal skills, enjoy working in a fast-paced, high-energy environment, and enjoy meeting new people  
   f. Will develop leadership skills including facilitation, collaboration, and handling difficult situations  
   g. Participate in all Commuter Services Manresa events and training events  
   h. Demonstrate a willingness to learn more about the programs, people, and policies of Commuter Services  
   i. Communicate appropriately with new commuter students, family members, faculty, and administrators  
   j. Assist with the coordination and implementation of the logistics of the Commuter Services Manresa programs  
   k. There is the opportunity for this position to extend past Manresa into the school year