

Student Academic Success Center
Learning Mentors/Inclusive Excellence – Graduate Student Assistant III
Fall 2022

Program Description: The Learning Mentors program provides holistic academic support for students in the SASC (Student Academic Success Center) multicultural learning community and professional development opportunities for our student employees. *Learning mentors engage in on-going and one-off sessions with peer mentees seeking academic support with the overarching goal of further developing students' academic success across disciplines and curricula.*

Position: Graduate Assistants support the Inclusive Excellence program by assisting in the professional development of undergraduate student employees (Learning Mentors) and program evaluation.

Job Responsibilities:

- Assist program manager in supervising a team of undergraduate peer educators
- Participate in creation and delivery of professional development training for undergraduate Learning Mentors
- Facilitate weekly student staff meetings (held virtually every Friday at 8:00 AM Mountain Time)
- Other duties as required
- Some evening hours may be occasionally required

Required Qualifications: A current graduate student at CU Boulder maintaining good standing in either a master's or doctoral degree program, any field, either part-time or full-time. A background check is required.

Preferred Qualifications: Experience working with underserved student populations. Demonstrated skills managing undergraduate student staff. Demonstrated knowledge of inclusive pedagogy practices. Tutoring or mentoring experience. Experience in data collection and analysis. Experience in web design and/or graphic design. Experience using Canvas learning management system. Strong organizational skills, motivation, and accountability in a remote-working environment.

Hours: 5-10 hours per week. Working hours are flexible within the M-F 8:00am-5:00pm range; some evenings may be required.

Hiring Hourly Wage: \$20/hour

Benefits:

All Undergraduate and Graduate Student Positions are hired as Student Hourly and are not eligible for tuition remission. Work Study is used, if awarded and available, but not required for hire.

Benefits are limited, but include possible Student Retirement, and Sick Leave that accrues at a rate of 0.034 sick hours per every 1 hour worked. Additional information can be found here: <https://www.cu.edu/employee-services/benefits-wellness/student-employee>

To Apply: Send a letter of interest and CV/resume via attachment to:
Jessica.Holman@colorado.edu