

POSITION TITLE: *Academic Success Program Grad Mentor (Learning Development & Success)*

POSITION SUMMARY:

Academic Success Program (ASP) Grad Mentors are part of the **Learning Development & Success** team. They supervise the ASP **Study Hall** with varsity athletes, and provide support to the ASP Learning Peers and SAMP Mentors that have shifts in ASP Study Hall. Study Hall is a space where student athletes can go for dedicated study time or discuss general or course-specific learning concerns with a Learning Peer.

As an **ASP** Grad Mentor, your role is to facilitate the connection of student athletes to ASP Learning Peers, so that student athletes can develop learning skills and strategies to succeed at university. Grad Mentors will also facilitate the connection to SAMP Mentors so that a wide variety of questions about the transition to university learning and competing as athlete at the university level.

Learning Development & Success (LDS) offers a variety of services to all students at Western, providing support through individual counselling, the PAL Centre and group presentations. The LDS team helps students cope with the demands of post-secondary learning, assisting them in identifying strengths and developing new skills and strategies for success. All of these services are available for both successful students wanting to maintain their already strong academic standing and those having academic difficulties (learning.uwo.ca).

What will you gain from this role?

- Develop and enhance skills for interpersonal communication, help peers, obtain teaching and leadership experience.
- Gain exposure to and awareness of learning skills counselling issues.
- Enhance awareness of personal learning strategies.
- Attain personal satisfaction and growth from being involved in a helping capacity.
- Receive feedback via a midterm and year-end performance review.
- Obtain recognition through Western's Co-curricular Record.

KEY RESPONSIBILITIES:

- Work 3 hrs/wk in Study Hall (hours will be determined according to your availability).
- Have weekly 15 minute meeting with each of your assigned teams (~ 1 hour).
- Supervise the ASP Learning Peers and SAMP Mentors during Study Hall
- Work with the ASP Coordinator to organize team meetings with the assigned Mustang teams
- Attend initial training meetings and ongoing professional development meetings.
- Post on the Learning Peers' OWL discussion forum weekly.
- Attend at least two LDS presentations in the fall term and read learning skills material (or watch videos) for professional development as required.
- Complete reflections periodically throughout the year. One reflection task may include goal setting.
- Promote and maintain a welcoming atmosphere in Study Hall.
- Communicate with supervisor the hours that students attended Study Hall.
- When working individually with a student, listen to and understand the student's questions and concerns (intellectual and emotional) and actively engage in problem solving with the student. (Examples of student questions/concerns: time management, test preparation and test taking,

reading strategies, problem-solving, low grades, locating resources, understanding course concepts, etc.).

- Use collaborative strategies to promote learning communities.
- Discuss with supervisor any questions, difficulties, or problems.

POSITION REQUIREMENTS:

- Graduate students with a strong interest in leadership, mentorship, and learning skills.
- Strong communication (attending, listening, speaking) skills.
- Good working knowledge of campus resources.
- Problem-solving abilities.
- Strong interpersonal skills resulting in the ability to approach student athletes, inquire about what they are working on, engage them in conversation, and connect them to the appropriate ASP Learning Peer or SAMP Mentor when necessary.

WESTERN PEER LEADER (WPL) PROGRAM REQUIREMENTS

- Complete WPL Fundamental Training: WHMIS, Health & Safety, Safe Campus, AODA, Campus Referrals & Resources, Code of Conduct, Ethics, Etiquette & Boundaries, Equity & Inclusion e-Learning Module, Gender-Based Violence Policy e-Learning Module, Indigenous Initiatives Content & Reflection, Return to Campus Module (COVID-19 Response)
- Complete Confidentiality Agreement and Student Contract
- Complete Student Feedback Form (per term)

** Trainings subject to change

POSITION SPECIFICS:

TERM LENGTH:

One academic year, September 1, 2022 - April 30, 2023

TIME COMMITMENT:

- 4 hours per week (working in ASP Study Hall helping students).
- Approximately 8 hours of LDS training in September.
- Approximately 3-4 hours per month of professional development with LDS.
- Human Resources online training modules:
 - WHMIS (60-90 min)
 - Health & Safety (45-60 min)
 - Safe Campus (30 min)
 - AODA (45-60 min)
- Campus Referrals & Resources
- Code of Conduct, Ethics, Etiquette and Boundaries
- Equity & Inclusion e-Learning Module
- Gender-Based Violence e-Learning Module
- Indigenous Initiatives Content
- Return to Campus Module (COVID-19 Response)

**** No commitments during December/April exam periods or the Fall/Winter Reading Weeks.**

REPORTS TO:

Learning Development & Success ASP Coordinator.

Application Method:

Login to [Western Connect](#), and navigate to the **Western Peer Leader posting boards** to find this job posting and instructions on how to apply (ex. Uploading/emailing required application documents or redirecting to the [Working at Western](#) website).

Western Values Diversity:

The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression. Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact our Administrative Officer at ralary@uwo.ca or phone 519.661.1111 (89081).