



Student Transition Program 2024 Summer Peer Counselor Announcement

The **Student Transition Program (STP)** is currently seeking enthusiastic and hardworking individuals for the ‘**Summer Peer Counselor**’ position. In addition to supervising the residential component of the summer program, counselors organize and lead team-building exercises and offer program participants academic and individual support. Strong time management skills, emotional self-control, and a willingness to assist first-year students one-on-one and in small groups are requirements for those who are interested.

The 2024 summer, residential program will run **Sunday, July 7th- Friday, July 19th**. The role of the summer counselor will run **Wednesday, June 26th- Saturday, July 20th**. These dates cover the pre-summer program counselor training as well as the post-summer program residence hall closure.

To apply, please submit a resume and cover letter via email to jwilkes@umw.edu by Friday, March 22nd. Please make the subject line of your email “STP Summer Counselor Application**”.**
Important information to include in the documents are:

- **Resume:**
 - Major(s)/Minor(s) or prospective academic program(s) (if, undeclared)
 - Relevant campus, professional, and/or service-based involvements
 - Highlight of skillsets and/or accomplishments gained from previous employment and/or service-based experiences
- **Cover Letter:**
 - Explanation of why you are interested in the position
 - Justification of how your qualifications and skillsets align with the role

Position Profile:

Qualifications:

1. Must be a full-time, degree-seeking student at UMW.
2. Must be a rising junior or senior, based on credit hours completed.
3. Must have a cumulative GPA of 2.5 or better by the end of the fall 2023 semester.
4. The ability to interact with people from diverse cultural backgrounds.
5. The ability to plan and facilitate large and small group communal activities.
6. Strong organizational, interpersonal, and communication skills.

7. General knowledge of best practices for student-success in college.
8. General knowledge of UMW residence life policies.
9. General knowledge of the University of Mary Washington's support services, campus policies and procedures.

Job Requirements:

1. Attend the formal, in-person counselor training (i.e., Wednesday, June 26th-Wednesday, July 3rd).
2. Assist in the preparation of the residence hall for the arrival of program participants / Design door decorations and bulletin boards for students who reside in your area of the residence hall.
3. Be available for the duration of program participants' stay on campus (Sunday, July 7th-Friday, July 19th, 2024).
4. Participate in nightly and weekend duty rotations in the residence hall.
5. Assist in a variety of student support functions including overseeing study halls and planning and assisting with peer-to-peer group activities.
6. Conduct regular meetings with your assigned peer group / Meet individually with each of your assigned peer group members weekly to document their academic and social progress.
7. Co-facilitate hall meetings with other peer counselors to reinforce program rules and regulations and to promote upcoming program-based activities.
8. Ensure the completion of all checkout procedures at the conclusion of the summer program.
9. Complete all other duties and obligations as assigned.

Compensation:

- \$800.00 Stipend
- On campus room and board and meals for duration of counselor training and summer program

Additional Considerations:

- Counselors may have additional employment during the summer program if approved by the STP Director
- Counselors may be enrolled in courses during the summer program

For more info., please contact:

Mr. Justin Wilkes
Director, STP
(540)654-1726
jwilkes@umw.edu
Lee Hall, Suite 308

Ms. Shanita Mitchell
Assistant Director, STP
(540)654-1512
smitchel@umw.edu
Lee Hall, Suite 308