**2020 - 2021 Crimson Mentors | Position Description**

**Online Application Deadline | MARCH 20** | submitted by 11:59pm

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**Office of Orientation & Transition | Mission Statement**

The Office of Orientation & Transition welcomes each new University of Utah student and their family and connects them to personalized support and meaningful opportunities by promoting academic excellence and successful transitions.

The Office of Orientation & Transition provides key programs and activities focused on orientation, transition, and retention. These include intentional orientation and welcome programs, first-year and second-year student programs, transfer student programs, parent and family programs, and communications.

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**Core Values**

- Embrace and Drive Change
- Work as a Team, Build a Family
- Pursue Growth and Learning
- Advocate for Social Justice

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**About Us**

To support these efforts, The Office of Orientation & Transition hires undergraduate peer mentors who serve as resources and role models to new students by helping them transition and acclimate to the University of Utah during their first year.

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**Crimson Mentor Overview**

The mission of the Crimson Mentor program is to provide new transfer students with an immediate connection to the University of Utah by pairing them with a personalized, trained student mentor who will provide guidance, resources, advice, connections, and support. Through a shared connection of holding the identity of a transfer student, mentor and mentee create a relationship that builds a strong connection to the U and leads to a meaningful college experience. Crimson Mentors are experienced transfer students, from a variety of backgrounds, who serve as role models to new students. Mentors desire to instill a sense of confidence and community among their mentees.

CMs are official representatives of O&T and the University of Utah; therefore, CMs should act accordingly, as student leaders with a high standard of professionalism and good judgment. CMs are supervised by an Assistant Director & Graduate Assistant.

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The CM position description is meant to provide more information for students interested in the Crimson Mentor position. To officially apply, you MUST submit an online application. Apply online at orientation.utah.edu and click “Join our Team”
**Qualifications:**

- Must be a current University of Utah undergraduate transfer student who has completed at least one semester and will remain a full time student through Spring 2021.
- Must maintain a minimum 2.5 cumulative GPA and maintain good disciplinary standing with the university.
- Must possess strong communication and interpersonal skills.
- Must commit to an employment period that runs from April 2020 and ends in April 2021.
- Mentors will represent O&T and the University of Utah in a positive manner.
- Mentors will be on time for and attend all official CM required trainings and events.
- Mentors will provide direction and guidance to a group of students.
- Mentors may not be absent without 24 hour notice.
- Mentors will agree to reduced compensation and/or termination at the discretion of the Assistant Director and Graduate Assistant if expectations are not being met.
- Mentors will meet communication requirements through the course of their employment in a timely and effective manner.

**Timeline of Important Dates 2020-2021 (subject to change):**

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>Friday, February 28, 2020</td>
<td>Crimson Mentor Applications Online</td>
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<tr>
<td>Friday, March 20, 2020</td>
<td>Crimson Mentor Applications Due Online</td>
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<tr>
<td>Monday – Thursday, March 23-27, 2020</td>
<td>Individual Interviews</td>
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<tr>
<td>Monday, March 30, 2020</td>
<td>Selection Notification</td>
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<tr>
<td>Friday, April 10 and Saturday, April 11, 2020</td>
<td>*New Hire Retreat <em>Mandatory event!</em></td>
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<tr>
<td>Summer 2020</td>
<td>Various Transfer Orientations**</td>
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<tr>
<td>Thursday, August 20 – Sunday, September 13</td>
<td>Weeks of Welcome Events</td>
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<tr>
<td>TBD</td>
<td>CM Fall Kickoff Event – <em>Mandatory event!</em></td>
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<tr>
<td>January 2021 (after school begins)</td>
<td>Spring Kick Off – <em>Mandatory event!</em></td>
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**Compensation:**

- Mentors will receive a pre-tax compensation total of $1,200 less taxes, that will be distributed in 4 installments throughout the Fall and Spring semesters.

<table>
<thead>
<tr>
<th>Month</th>
<th>Payment</th>
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<tbody>
<tr>
<td>Jun. 7th</td>
<td>$100</td>
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<tr>
<td>Aug. 7th</td>
<td>$100</td>
</tr>
<tr>
<td>Oct. 7th</td>
<td>$250</td>
</tr>
<tr>
<td>Dec. 7th</td>
<td>$250</td>
</tr>
<tr>
<td>Feb. 7th</td>
<td>$250</td>
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<tr>
<td>Apr. 22nd</td>
<td>$250</td>
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- Mentors can earn additional pay by working the non-mandatory events listed above. Compensation will vary depending on event.
- **Mentors who have availability over the summer can work the Transfer Orientation Info Fair for additional compensation ($9.50 p/hour, 1 hour anticipated), free lunch, and free parking.**

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Any questions about the information listed below should be directed to Jessi Gerowitz at j.gerowitz@utah.edu.