

CARE Colleague Position Information

Title: CARE Colleague

Job Summary: CARE is a network of people and support services that are designed to provide first-year, first-generation students with assistance and resources in every area of their Xavier experience. The CARE Colleague will work collaboratively with CARE Coaches to support and motivate CARE Students in their first year at Xavier. CARE Colleagues will act as peer mentors to CARE Students by sharing with them the knowledge and experience gained from having successfully negotiated the first-year transition at Xavier.

Salary Range: \$1,200/semester; \$750/summer

Key Responsibilities

- Orients CARE Students to the Xavier environment by providing advice, guidance and information about available resources
- Provides in-person and virtual (e.g., social media) support
- Provides moral support and invites CARE Students into various social circles
- Advises CARE Students on the skills needed to succeed in college life and models those skills
- Checks-in regularly with CARE Students and CARE Coaches
- Timely and accurately relays information about CARE Students to CARE Coaches
- Serves as a mentor and resource in CARE sections of XCOR 1000
- Performs other duties as assigned

Required Qualifications:

- Minimum 2.75 cumulative grade point average (3.0 cumulative grade point average preferred)
- Demonstrated participation in campus life
- Attained at least sophomore status
- Strong commitment to helping fellow students succeed
- Ability to motivate students as they transition from high school to college
- Excellent interpersonal skills
- Ability to work with all types of people
- Ability to work with students in confidence
- Ability to problem solve, take initiative, and receive constructive feedback
- Willingness to learn by participating in peer mentoring trainings

How to Apply/Required Documentation:

If you are interested in becoming a CARE Colleague and meet the qualifications listed above, please submit the following materials: (1) a minimum 300-word statement explaining why you want to be a Colleague and emphasizing your experience and qualifications for the position and (2) a resume. Screening of candidates is ongoing.

Please submit all materials via email to CARE@xula.edu.