Position Overview and Application
Peer Academic Advisor in Residence
2018-19 Academic Year

Overview: Peer Advisors in Residence are hired and trained by the Office of Academic Advising and Department of Residence to provide outreach and promotion of Academic Advising services and resources in Shull, Lawther, and Panther Village. PAiRs live in the residence hall in which they work. Their main objective is implementing academic programming through a series of workshops, small group, and individual meetings. Programming is focused on assisting second and third-year students in understanding their decision-making process as it relates to majors and careers, and taking advantage of campus resources and activities for a more meaningful college experience. PAiRs divide their time between the residence hall and the Office of Academic Advising.

In the Office of Academic Advising: PAiRs assist with student walk-ins and appointments as well as prepare for student meetings and programming in the residence hall.
- Must be available for all day training on August 13 and 14, 2018.
- Must be available for weekly staff meetings on Mondays, 4-5 PM.

In the residence hall: PAiRs collaborate with residence hall staff to provide a series of pre-planned academic workshops throughout the Fall and Spring Semester. PAiRs work to build relationships with students living in the residence halls, and guide them toward appropriate campus resources. They also co-advice the hall programming board.
- Must be available for residence hall staff training on Friday, March 23 (evening) and Saturday, March 24 (during the day).
- Must participate in residence hall move-in / opening week activities

Qualifications and Skills:
- 3.0 UNI GPA
- Must be contracted to live in Shull, Lawther, or Panther Village for the 2018-19 academic year
- Will have at least 1 semester completed at UNI before position begins
- A commitment to academic success
- Motivational
- Strong interpersonal skills
- Organizational skills
- Creative / Imaginative
- Initiative
- Strong oral and written communication skills
- A passion for working with students

*The Office of Academic Advising and the Department of Residence hold student employees to high academic and professional behavioral expectations. Student Employees are asked to be a positive role model for other students.

Time Commitment and Compensation:
Time: 10 hours a week (2 hours in Academic Advising, 1 hour of training, and 7 hours in residence hall per week)
Compensation: $9 and hour

Can I apply to be a PAiR and an RA? YES! While you cannot be both a PAiR and an RA, we encourage you, if interested, to apply for both positions. If selected to be an RA, you can withdraw from PAiR consideration.

For more information: contact Heather Asmus at 319-273-3406 or heather.asmus@uni.edu
Application –Peer Academic Advisor in Residence (PAiR) 2018-2019

Full Name:       Student #: 

Email: 

Current Address:       Phone #: 

Are you currently contracted to live in either Shull, Lawther, or Panther Village for the 2018-19 academic year? 
Yes ☐ No ☐

Fall 2018 Address:       Phone #: 

Present Classification: FR ☐ SO ☐ JR ☐ SR ☐       Major(s): 

Minor(s): 

Total UNI Hours Earned:            Cumulative GPA:              Expected Graduation Date:

REFERENCES:  Provide two UNI personnel who are familiar with your work and academics and would be willing to serve as references. If possible, please include at least one residence hall staff member (e.g., Resident Assistant or Residence Hall Coordinator) who can speak to your qualifications. Having references from outside the residence hall community won’t negatively affect your candidacy.

Name:         Department:         Phone:

Name:         Department:         Phone:

RESUME: Please include a current resume including leadership experience and student involvement experience with your application. For information on resume construction or assistance, contact Career Services by going to http://www.uni.edu/careerservices or calling 319-273-6857 to set up an appointment with a Career Peer.

APPLICATION QUESTIONS: Please answer the following questions on a separate document and return as part of the application. Answers should be typed, correctly numbered, and should not exceed two typed pages.

1. What are 3 concerns or issues facing upperclassman (sophomores and above) students?
2. Why did you choose to live in a residence hall for the 2018-19 academic year?
3. Identify 3 of your strengths and how you see them being of benefit in the PAiR position?

Signing this document indicates that your statements are true (and your own), and that you want to be considered for a Peer Academic Advisor in Residence position.

Date: 

Signature:__________________________________________

Academic Advising requests this information for the purpose of departmental hiring. No persons outside the university are routinely provided this information. Release of any information is governed by the Board of Regents’ rules and applicable state/federal statutes. If you fail to provide this information, Academic Advising may elect not to act on your request.

Return the completed application, questions, and resume to Heather Asmus, Office of Academic Advising, 102 Gilchrist

Applications due: Thursday, February 19, 2018