**Position Description:** Peer Advisors work in the Office of Academic Advising to provide campus-wide outreach and promotion of advising services, as well as build relationships with students served by the office. Peer Advisors prepare students to make informed decisions about their academic, career, and college experience. They assist students in exploring majors, navigating the registration system and tools, understanding LAC requirements, and connecting to academic resources. We are looking for students who represent a variety of majors, backgrounds, and experiences.

**Peer Advisor Duties:**

* Create a welcoming environment by greeting and assisting all students who visit the Office of Academic Advising.
* Assist with registration and schedule changes
* Explain academic deadlines and policies
* Guide students through Career Cruising
* Refer students to campus resources
* Engage students on a variety of topics through one-on-one and group meetings, workshops, and various media platforms
* Enhance Academic Advising’s presence on social media

**Qualifications:**

* Must be an enrolled UNI student in good academic and social standing with the university, and have completed 1 semester at UNI.
* Must be willing to earn certification in Peer Education
* Must have excellent communication and relationship-building skills
* Must have a commitment to diversity and inclusion
* Must be passionate about working with and helping students

**Pay and Hours:**

Pay rate: $9 minimum

Hours per week: 5-10