



PEER MENTOR JOB DESCRIPTION
LEWIS HONORS COLLEGE (LHC)
Honors Residential Experience (HRE)
2024-2025

As a Lewis Honors College student and member of the Honors Residential Experience, Peer Mentors have the opportunity to build community, develop leadership skills, gain experience, and grow personally. Whether your future plans include graduate/professional school or a professional job, the Peer Mentor experience can provide a great resume builder. The responsibilities are listed below.

The assumption is that this position will come second to your academics, but before any other extracurricular commitments. It is estimated the role shall entail an average of one hour per week during the summer months (from any location) and an average of four hours per week between mid-August through early May.

- Reside within Lewis and Haggin Halls (HRE) during the full 2024-25 school year. Each peer mentor is responsible for their housing and dining fees.
- Enroll and participate in HON 393 Leadership course in fall semester (2 credit hours) and in spring semester (1 credit hour)
- Provide outreach via email with incoming new honors students over the summer months in order to welcome, provide information, and answer questions.
- Participate in at least one LHC summer webinar focused on preparing incoming new honors students
- Move in early (August 14), prior to new student move in, and attend all Residence Life and LHC Peer Mentor training sessions (LHC will cover on-campus housing fees and dining associated with early move in)
- Assist in preparing set-up and logistics for Lewis Launch as well as help new students during move-in appointments
- Lead Lewis Launch group of students through the three-day orientation schedule prior to classes starting for the fall semester
- Serve as a positive and encouraging role model for students by abiding by UK and Residence Life policies and procedures while remaining in good standing with LHC
- Maintain knowledge of student academic and well-being resources in order to appropriately refer students
- Connect with assigned mentees on a regular basis (at least once a month) and document outreach efforts and outcomes
- Provide peer mentoring regarding topics like transition to college, time management, stress management, involvement, etc.
- Offer one office hour each week in LHC or basement of Donovan Hall
- Establish regular meeting with designated RA on floor to collaborate and support residence life programs throughout the school year
- Actively promote Residence Life and LHC events among residents
- Attend at least two LHC events/programs each month

- Maintain privacy in communication with students and consult with Residence Life and/or LHC staff in cases of concern
- Maintain high level of professionalism by (including but not limited to) being on time and prepared for LLP commitments, checking and responding to email in a timely manner, dressing appropriately, meeting deadlines, using appropriate language and humor, and refraining from engaging in romantic relationships with mentees
- Other duties as assigned (i.e. recruitment/admissions and external partners event support)

In addition to the experience and course credit gained, Peer Mentors living in the HRE who successfully meet expectations receive a stipend of \$500 and a deposit of \$250 on their UK Dining Flex account each semester.

For additional information, please contact Sally Foster (sally.foster@uky.edu)