

Compass Peer Mentorship Program Graduate Assistant (1 Position Available)

Dates of Internship: 08/08/2024 - 05/16/2025

- There is flexibility to work remotely during 08/08/2024 - 09/23/2024

Payment/Stipend:

- \$20/hr at 20 hrs/week (09/23/2024 - 05/16/2025)
 - Hours are limited during academic breaks (Winter Break, Spring Break)
- \$20/hr at 10 hrs/week (08/08/2024 - 09/23/2024)

Program Background:

Compass is a cohort-based, year-long peer mentorship program that connects incoming first-generation, lower-income, and/or undocumented/DACA (FGLI) students with trained 2nd, 3rd, 4th year student mentors. Through one-on-one meetings with a peer mentor and weekly workshops you will learn how to successfully navigate Northwestern while learning more about how the FGLI identity informs and strengthens your experiences at Northwestern.

Responsibilities

- Work closely with Assistant Director of Student Enrichment Services on the planning, logistics and execution of major Compass programming events: Mentor Orientation, Speed Matching Event, Program Kick Off, EOY Celebration(s) and program excursions
- Serve as a thought partner and collaborator alongside the SES Assistant Director and Associate Director on I'm First programming initiatives (first-generation college student-specific programming)
- Provide direct support to eight (8) Compass mentor(s) through leading individual, bi-weekly one-on-one meetings
- Assist with the development and implementation of training materials for the Compass mentors (second year and up) who will serve as leaders to the Compass mentees (first-year, first generation college students).
- Attend and/or facilitate weekly meetings with Compass Mentors
- Attend and/or facilitate monthly Compass Friday workshops and/or assist in the planning of Engagement Weeks (weekly, student-led events)
- Attend weekly SES (departmental) meetings and provide updates to the team on the Compass Mentorship Program
- Administrative tasks such as creating email templates, designing fliers and/or purchasing meals for program events, etc.

Important Dates:

- Virtual Compass GA Orientation: Thursday, August 8th | 10 AM – 1 PM CT
- In-Person, Mentor Orientation: Friday, September 20th | 10 AM – 3 PM CT

Qualifications:

- Must be a graduate student enrolled in a higher education/college student personnel or related program within the city of Chicago, IL
- Knowledgeable about the transition of first generation and lower income (FGLI) students to university.
- Familiarity with leadership development of students and developing community and sense of belonging among students.
- Background within working with undergraduate students in some capacity and utilization of conflict resolution skills
- Demonstrated commitment and understanding of inclusion, diversity and social justice
- Must be interested in program management (logistics, organization and budget management)

Application:

A cover letter (minimum of 2 paragraphs) is required for consideration for this position and should be attached as the first page of your resume. The cover letter must include examples of how your past experiences apply to this position. Please send your materials to Assistant Director of Student Enrichment Services, Braini McKenzie, braini@northwestern.edu by May 1st, 2024.

Interviews:

Virtual Interviews will take place on a rolling basis until May 20th, 2024 CT

Questions:

For questions and/or concerns, please email Braini, braini@northwestern.edu