

R-LEAD Peer Mentor Job Description and Expectations

Dates of Appointment:

R-LEAD PM Training: TBD

R-LEAD Program: TBD (likely to occur mid August in-person)

Job Description

R-LEAD peer mentors serve as small group facilitators and mentors for program participants who are incoming first year buckeyes. Peer mentors (PMs) arrive early to campus to undergo training before their mentees arrive. PMs facilitate community building, program activity debriefs, and participate in all aspects of R-LEAD. This is a volunteer undergraduate student leader position.

Some responsibilities include:

- Serve as a mentor and role model to R-LEAD participants
- Co-lead a Legacy Group composed of 10-20 first-year students
 - During R-LEAD program and during legacy group time
- Facilitate community building among your legacy group and others in the program
- Facilitate small group discussions about college life, campus resources, and involvement opportunities
- Facilitate conversations about current events and Residence Life Core Values with your legacy group
- Remain engaged during the entirety of the R-LEAD Program, including program sessions

*** Peer mentors are NOT required to be a part of the OWL program.*

Expectations

Working with a Legacy Group

- You will co-lead your Legacy Group, so get to know your fellow Peer Mentor and learn about how you both like to lead. This will help you facilitate discussions and lead the group during R-LEAD.
- Have fun with your R-LEAD mentees, but always serve them from a position of a role model. Remember: It is important to set an appropriate example for them.
- ALWAYS maintain your sense of authenticity as well as integrity. If you lose this element to your character, you will lose your ability to form meaningful relationships with your R-LEAD mentees.
- Be knowledgeable of campus resources, so that you can serve your R-LEAD mentees effectively! If you are unsure of how to assist someone, consult with your R-LEAD Leadership and Planning Team.
- Follow up on areas of concern and confront inappropriate behaviors of R-LEAD mentees. Be sure to consult and follow up with the R-LEAD Leadership and Planning Team.
- Be there for your Legacy Group. Go the extra mile to help them succeed. However, remember that you cannot fix every problem they will encounter.

- Find creative ways to build relationships with your Legacy Group and help them connect with each other and others in the R-LEAD program.
- Strive to develop a Legacy Group that is respectful of its members.
- Make sure your Legacy Group knows who you are! Ensure they feel comfortable approaching you with any questions and concerns.
- Be aware of residence hall policies and encourage your Legacy Group to be aware of these as well. Remember to stay positive about Residence Life, as you are a representative of them during R-LEAD. See information [here](#).

Communication

- Communicate all issues or concerns to the R-LEAD Leadership & Planning Team in a timely manner (i.e. crises, emergencies, parent phone calls, and other issues as they arise).
- Respect your fellow Peer Mentors by maintaining professionalism. This includes refraining from gossiping, ridiculing policies, or doing anything else that undermines solidarity.
- Keep your notifications on and check your messages frequently. Return messages in a timely fashion. You are responsible for keeping up-to-date with the information that is being sent to you.
- Realize that you live in a fishbowl at all times – what you do and what you say is always going to be seen or heard by someone. This carries with you off campus – be aware of what message your social media says about you.
- Coordinate and communicate early and often with your co-peer mentor so you both feel prepared and ready for the R-LEAD meetings you'll facilitate.

Miscellaneous

- Engaging in romantic or physical relationships with program participants during the program is prohibited.
- Please set an example during programs/presentations. Stay engaged! If you are engaged in what we're doing, your mentees are more likely to be engaged as well.
- Be early to sessions. People should login to Zoom least 5 minutes before the time listed on the schedule.
- Please let R-LEAD Leadership and Planning Team know of any accommodations you may need.

- Do not wear clothing with inappropriate or offensive messages on them and do not wear any other university apparel other than Ohio State apparel.
- Be mindful of your verbal and body language throughout the program.