RECOMMENDATION FORM FOR THE PEER MENTOR POSITION
Department of Residence Life, First Year Experience Program

APPLICANT INFORMATION
The person named below has applied for a Peer Mentor position with Residence Life at the University of Alaska Fairbanks. We would appreciate your candid evaluation of the applicant’s ability to carry out the responsibilities of a UAF Peer Mentor in our First Year Experience Program. We have provided you with a reference form on the back of this page.

Applicant’s Name: __________________________________________________________
(Please Print or Type First and Last Name of Applicant)

How long have you known the applicant? ________________________________________

In what capacity have you known the applicant? ____________________________________

RECOMMENDER INFORMATION

Recommender’s Name and Title: _________________________________________________
(Print or Type YOUR First and Last Name)

Contact Information: __________________________________________________________
(Phone Number, Email Address)

Signature: ___________________________ Date: _____________________________

May we contact you if we have any clarifying questions about this candidate? ☐ Yes ☐ No

PEER MENTOR POSITION DESCRIPTION

A Peer Mentor is a student member of the Department of Residence Life. They are responsible for working closely with Resident Assistant (RA) staff and students in developing and maintaining a residential community that promotes student development and academic success. The Peer Mentor will serve as an academic resource and tutor to first-year students. The position carries part-time, live-in responsibilities throughout the academic year.

Duties and Responsibilities of a Peer Mentor:
• Work with a diverse group of up to 50 students
• Role model positive social interaction within the residence hall community
• Assist and advise students with academic, personal and social concerns
• Design and implement monthly educational programs in conjunction with other mentors and RA staff
• Connect and refer residents to resources on campus and in the Fairbanks community
• Participate in staff trainings, weekly staff meetings, and Nanook Traditions/large campus events
• Facilitate eight hours of tutoring each week
• Complete administrative tasks (i.e. data entry) as well as non-routine projects (i.e. creating videos)
• Perform other duties as assigned (i.e. assist with Rev-It-Up, UAF’s Move-in Day for first-year students)

Updated 10/2018
### SUMMARY OF EVALUATION

Please use the information provided about the Peer Mentor position to complete the chart below. Check the box which indicates your evaluation of the applicant’s promise as a successful Peer Mentor, in comparison with others of similar age and experience.

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<th>Below Average</th>
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<th>Outstanding</th>
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<th>No Basis for Judgment</th>
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<td>6. Professional Accomplishments</td>
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<td>10. Promise as a Peer Mentor</td>
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### ADDITIONAL COMMENTS

If there are comments about this application that our form has not allowed you to express, or if there is any additional information you would like to share with our hiring committee, please include them in the space provided below:

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

### SUBMISSION INSTRUCTIONS

Thank you for taking the time to complete a recommendation for this applicant! Please enclose this form in an envelope, and sign the back flap of the envelope after it has been sealed. Provide to applicant for submission or send to the address below by 5pm on Thursday, November 1, 2018. You can also email an electronic version or scanned copy directly to macottle@alaska.edu from your e-mail address by 11:59pm Thursday November 1, 2018.

University of Alaska Fairbanks, Residence Life  
in C/O Resident Director MaryEllen Cottle  
1876 Yukon Drive  
Fairbanks, AK 99775-6860