

## **TRIO Student Support Services Peer Educator Job Description**

**Description:** TRIO Student Support Services is looking to recruit enthusiastic UTA students to be Peer Educators for all majors. Peer Educators take a role in increasing student success rates among UTA's first-generation students, low socio-economic status students, and students with a registered disability.

### **Responsibilities:**

- Lead individual and group tutoring sessions
- Encourage overall improvement of student study habits
- Establish an effective tutor/mentor relationship with students
- Assist in study groups and workshops
- Encourage student participation in SSS events
- Serve as a resource and direct students to appropriate services
- Keep track of required paperwork for tutoring sessions
- Document and record notes on student progress
- Maintain a high level of student confidentiality
- Maintain excellent communication with program staff members
- Attend scheduled staff meetings and training sessions
- Maintain a consistent weekly work schedule
- Other duties as assigned

### **Qualifications**

- Must be a UTA student.
- Completed at least one semester at UT Arlington.
- Have an overall GPA of 3.0 or above on a 4.0 scale.
- Have an A or B in each course you would like to tutor.
- Able to work a minimum of 10 hours per week.
- Attend program-specific required meetings and training sessions.

### **Compensation:**

- ✦ \$11 per hour