

# ICEI Program Bridgewater State University



## ICEI Program Peer Mentor Application

### Important Dates

**Applications Due:** ASAP

**Please Submit To:**

Inclusive Concurrent Enrollment Initiative

C/O Christina Tichacek

Burnell Hall Room 119

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**Interviews:** Scheduled after application submission

## **ICEI Peer Mentor**

The ICEI Program provides a “college experience” to high school students with Intellectual/Developmental Disabilities. ICEI students are 18 – 22 years old and continue to receive Special Education services. Each student who participates in the ICEI Program enrolls in one college course per semester, participates in career counseling, and is involved in a BSU internship. In addition, each ICEI student is assigned to an Education Coach and a Peer Mentor. The ultimate goal of the ICEI Program is to prepare students for paid employment through promotion of self-determination, self-advocacy, increased independence, and improvement of social skills.

### **Job Description:**

ICEI Peer Mentors serve as social role models for ICEI students. Peer Mentors work to create a comfortable and safe environment in which ICEI students can individually “find their feet” in the Bridgewater State University community. They provide students with the tools and knowledge they need to navigate their “college experience.”

- A Peer Mentor is a role model who works one-on-one with ICEI students
- A Peer Mentor helps ICEI students have a fulfilling social experience while on campus
- A Peer Mentor models appropriate social behaviors

### **Responsibilities – ICEI Peer Mentors will:**

- Spend at least one hour each week with the Mentee
- Participate in, at least, one on-campus activity per semester with their Mentee
- Help students become familiar with university resources
- Serve as a role model, exhibiting enthusiasm, motivation, and involvement
- Exercise good judgment in representing the university and upholding the BSU Student Code of Conduct
- Model appropriate social skills and behaviors
- Share BSU experiences with assigned Mentee and encourage the value of academics and campus involvement
- Attend and participate in scheduled orientation and training
- Participate in other ICEI activities and events as opportunities arise (ex. End of Year Celebration, Career Connections Workshops, etc.)
- Maintain timely and consistent correspondence with assigned Mentee
- Maintain timely and consistent correspondence with supervisor
- Submit weekly peer mentor activity logs to supervisor

### **Qualifications**

- Peer Mentors must have a minimum Cumulative GPA of 2.7 or higher
- Must be a full-time Sophomore, Junior or Senior residential student at BSU or live within three miles from campus
- Must have attended BSU as a full-time student for at least two previous semesters
- Be in good standing with BSU – no active judicial sanctions
- Be involved in BSU’s academic and / or co-curricular programs
- Possess compassion, patience, flexibility, and motivation
- Able to set appropriate boundaries and maintain a healthy level of professionalism
- Strong organizational, written and oral communication skills
- It would be beneficial to have knowledge of or experience with disabilities
- Have availability during mid-morning/early afternoon on weekdays to accommodate meeting with your mentee for a minimum of one hour
- Complete and pass a Criminal Offender Record Information (CORI)

## **ICEI Residence Life Peer Mentor**

The Inclusive Concurrent Enrollment Initiative (ICEI) offers students with intellectual/developmental disabilities, ages 18-22 who are receiving special education services through their district, a dual enrollment opportunity. Students enroll in college courses that are aligned with their long-term goals while also participating in various activities to increase their social, academic, and employment skills. The BSU ICEI program is excited to now offer a residence life opportunity for the third year. Our returning ICEI students may apply to live on campus full-time alongside their peers.

### **Job Description:**

ICEI Residence Life Peer Mentors will serve as role models and peer educators. They will work to create a comfortable and safe environment in which ICEI students can individually “find their feet” in the Bridgewater State University community. They will help ICEI students have fulfilling social experiences while on campus. They will provide students with the tools and knowledge they need to navigate their college experience.

### **Responsibilities – ICEI Residence Life Peer Mentors will:**

- Serve during the hours of 4:00pm-8:00pm, 2-3 days per week on a rotating basis
- Check in with mentees to monitor health and safety during active duty
- Initiate social interaction with each mentee, ensuring at least 1 person-to-person activity takes place per week
- Encourage mentees to attend and become involved in campus clubs and activities, facilitating involvement and attending events with mentees when appropriate
- Provide academic support to each mentee, as needed
- Act as a guide if conflicts arise, referring mentees to ICEI RA when needed
- Help mentees become familiar with university resources, i.e. the BSU library, AAC, Wellness Center, Career Services, etc.
- Encourage mentees in their development of independent living skills
- Serve as a role model, exhibiting enthusiasm, motivation, and involvement
- Model appropriate social skills and behaviors - exercise good judgment in representing the university and upholding the BSU Student Code of Conduct
- Attend and participate in mandatory ICEI Residence Life and Peer Mentor trainings and scheduled orientation
- Participate in other ICEI activities and events as opportunities arise (ex. End of Year Celebration, Career Connections Workshops, etc.)
- Maintain ongoing communication with mentees
- Maintain timely and consistent correspondence with ICEI Coordinator and ICEI Resident Assistant
- Submit weekly Residence Life Peer Mentor Activity Logs to ICEI Coordinator and ICEI Resident Assistant
- Meet with ICEI Coordinator for supervisory meetings, 2 times per month

### **Qualifications – ICEI Residence Life Peer Mentors must:**

- Peer Mentors must have a minimum Cumulative GPA of 2.7 or higher
- Must be a full-time Sophomore, Junior or Senior residential student at BSU
- Must have attended BSU as a full-time student for at least two previous semesters
- Be in good standing with BSU – no active judicial sanctions
- Be involved in BSU’s academic and / or co-curricular programs
- Possess compassion, patience, flexibility, and motivation
- Able to set appropriate boundaries and maintain a healthy level of professionalism
- Strong organizational, written and oral communication skills
- It would be beneficial to have knowledge of or experience with disabilities
- Complete and pass a Criminal Offender Record Information (CORI)
- Have availability during mid-morning/early afternoon on weekdays to accommodate meeting with your mentee for a minimum of one hour

## Peer Mentor Application Bridgewater State University ICEI Program

Full Name \_\_\_\_\_ Date \_\_\_\_\_

Gender \_\_\_\_\_ Preferred Phone Number \_\_\_\_\_

Permanent Address Street, Apt. \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Preferred e-mail: \_\_\_\_\_

Interested in: Day program \_\_\_\_\_ Evening Program \_\_\_\_\_ Either \_\_\_\_\_

Mentee gender preference? Yes \_\_\_\_\_ No \_\_\_\_\_

Major(s) / Minor(s) \_\_\_\_\_

Year: Sophomore \_\_\_\_\_ Junior \_\_\_\_\_ Senior \_\_\_\_\_

Cumulative GPA: \_\_\_\_\_ Spring 2018 GPA: \_\_\_\_\_

Banner ID: \_\_\_\_\_

Will you be available to mentor for the entire academic year? Yes \_\_\_\_\_ No \_\_\_\_\_

**Please type your responses to the following questions on a separate sheet of paper. Each response should be at least one paragraph but not exceed two paragraphs.**

- 1) What clubs and / or activities are you involved with at Bridgewater State University?
- 2) What specific skills and talents will you bring to the position of Peer Mentor and the ICEI Program?
- 3) Who has been the most influential person / mentor in your life and why?
- 4) What do you hope to gain personally and professionally from being a mentor?
- 5) Why do you think you will be a good mentor?
- 6) What do you think some of your challenges will be as a mentor?
- 7) Have you been a mentor / mentee before? If so, what did you learn about yourself from that relationship?
- 8) What are your career goals?

## References

Please provide three references that can attest to your character, responsibility, and leadership abilities. Ideally, these references should be able to provide information about you both personally, professionally and / or academically. *Recommendation letters are NOT needed from these individuals.*

### Personal Reference:

Name (Print): \_\_\_\_\_

Title/Position: \_\_\_\_\_

Organization: \_\_\_\_\_

Email: \_\_\_\_\_

Office Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

### Professional Reference:

Name (Print): \_\_\_\_\_

Title/Position: \_\_\_\_\_

Organization: \_\_\_\_\_

Email: \_\_\_\_\_

Office Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

### Academic Reference:

Name (Print): \_\_\_\_\_

Title/Position: \_\_\_\_\_

Organization: \_\_\_\_\_

Email: \_\_\_\_\_

Office Phone: \_\_\_\_\_

Relationship: \_\_\_\_\_

**Please note: Immediate family members and current staff of the ICEI Program are not suitable references.**

Application checklist:

- Application
- Typed responses to questions
- Resume
- List contact information for three references

*I acknowledge that the information contained in this application is factual and is a realistic assessment of my abilities. I understand that falsification of information on this application may result in my dismissal from the Peer Mentor selection process for the ICEI Program. I authorize the ICEI Program at Bridgewater State University to verify my grade point average and my disciplinary record.*

Signature \_\_\_\_\_

Date: \_\_\_\_\_