

# TRIO SSS Transfer Mentor Description

The Transfer Mentor Program is designed for students who want to help, encourage, support, and guide TRIO SSS participants at WVC through the process of applying to and successfully transferring to a four-year institution. Transfer mentors play a vital role in facilitating the adjustment of new transfer students to a four-year institution.

**Title:** TRIO SSS Transfer Mentor

**Department:** Wenatchee Valley College TRIO SSS

**Rate of Pay:** \$100 stipend per 5 contacts, per mentee

**Number of Positions:** 10

**Location:** remote/varies

**Priority Deadline:** October 16, 2022

## Scope of Work:

- Communicate with assigned WVC TRIO SSS student(s) at least once per month (e.g., phone, texting, email, zoom, Facebook Messenger, etc.) for a minimum of 5 times for the school year.
- Answer questions about the transfer process. Provide academic guidance and resources to mentee(s).
- Respond to TRIO SSS staff and mentee within 1 business day.
- Report to supervising TRIO SSS staff member once per month via email.
- Document contacts via a spreadsheet.
- Complete an online orientation/training.

## Minimum Qualifications:

- Current TRIO student and/or student who has experience working with students from underrepresented backgrounds (first generation, low-income, and/or students with disabilities).
- Be in good academic standing (2.5 GPA or above preferred).
- Enrolled at a four-year institution.
- Demonstrate strong interpersonal skills including strong oral and written communication.
- Demonstrate a positive attitude, self-motivation, and accountability.

## Application Checklist:

- Unofficial Transcript (if recent transfer, please include previous institution)
- Current resume
- Completed application - including a short biography
- A photo of yourself (optional)

Email completed applications to the WVC TRIO SSS program: [trio@wvc.edu](mailto:trio@wvc.edu)

# TRIO SSS Transfer Mentor Application

## Personal Information

Information recorded on this application is solely used for mentor/mentee matching purposes

Full Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Gender: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

College/University: \_\_\_\_\_ Major(s): \_\_\_\_\_

Previous Colleges or Universities Attended: \_\_\_\_\_

Are you a Veteran?      Are you a parent?      Are you a first-generation college student?

Yes  No

Yes  No

Yes  No

What forms of communication are you most comfortable using? (check all that apply)

Texting  Email  Phone calls  Zoom/Skype/Facetime  Facebook Messenger

Other: \_\_\_\_\_

## Short Biography (maximum of one page) - attach to application:

Some suggested topics are listed below, but you may include different information if relevant.

- Tell us about yourself (background, education, work, volunteer, hobbies, etc.)
- Why are you interested in being a transfer mentor?
- What experiences, if any, do you have working with first-generation, low-income, and/or students with disabilities?
- What challenges do you foresee a transfer student to have while transitioning to your institution and how would you address those challenges?
- What special skills, talents, or areas of interest do you possess that would be beneficial to transfer students?

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