FOCUS Learning Community offers first-year Regents’ Scholars an opportunity to build Foundations Of Continued Undergraduate Success through exploration of connection with others, skills development to achieve their goals, respect of others and self, and exploration of new experiences, thoughts and concepts through the opportunities available in University life. In this paid position, the individual selected will strengthen their personal & professional skills while collaboratively working with FOCUS staff to ensure FOCUS freshman achieve the set forth learning outcomes, and develop experience that may be applied in other professional or volunteer situations.

MENTOR RESPONSIBILITIES

- Mentors must attend and actively participate in all mentor-training and retreat sessions as well as any additional meetings and events indicated by the FOCUS Learning Community staff.
- Work within a team to implement the In FOCUS weekly meeting (IFS)
- Attend weekly meeting with coordinator and block team
- Attend all-FOCUS events as required, assist as needed.
- Interact and communicate with students outside of class each week
- Complete weekly Notes for students within CARE Team by Noon on Fridays.
- Complete and document 1-1 meetings with each student. First 1-1 meeting in the Fall or Spring should occur before the 4th week of class. Mentor will meet with each student in the CARE TEAM at least twice/semester.
- Schedule and attend 1-1 meetings with supervisor each semester.
- Complete Human Resource trainings by deadline.
- Carry out additional duties and responsibilities as required and requested by FOCUS Learning Community staff.
- Mentors are expected and encouraged to ask questions when unsure or clarification is needed regarding any of their responsibilities.

CONNECTION

- Collaborate with other mentors and staff on efforts to enhance the student experience.
- Establish positive relationships with all students in the FOCUS Block to ensure each is known on a personal level. Deeper mentoring relationships should be formed with members of the CARE Team.
- Develop a sense of community within the Block and FOCUS Learning Community.
- Facilitate the creation of a welcoming, inclusive learning environment and one in which students can engage in respectful dialogue with one another.
- Know the names and other important information about EVERY student in the Block.
- Collaborate with all mentors to plan and implement each IFS session, service opportunities and other activities/goals.

ACHIEVEMENT

- Discuss with students the roles and responsibilities that are necessary to be a successful college student in and outside the classroom.
- Role model skills and strategies of successful college students.
- Support students through regular communication and sincere interest in helping them to succeed. Understand the communication preferences among college students and University faculty and staff.
- Assist students in goal setting and developing action plans to achieve those goals.
- Serve as an academic and social role model and encourage responsible behavior.
- Utilize appropriate helping, conflict resolution and mediation skills to assist students.

RESPECT
Allow students to make decisions and choices, to learn their options, and to master college life by offering information and guidance, but not answers.

Demonstrate awareness of self through the ability to share personal opinions while respecting all other viewpoints and perspectives.

Address issues of unethical and irresponsible behavior.

Demonstrate social responsibility by abiding by department, institutional, local, state, and national laws.

Provide the opportunity for students to share their ideas and thoughts within a safe and inviting environment.

Identify and address issues of stereotypes, discrimination and insensitivity towards others.

Communicate effectively, appropriately, and in a timely fashion with students, fellow mentors, and all of the FOCUS Learning Community staff.

**EXPLORATION**

- Assist students in their transition to TAMU by promoting and attending campus activities such as Gig ‘Em Week.
- Conduct interactions with students as an exploration of options, problem solving, pros/cons, and consequences allowing students to make decisions that are best for them.
- Provide regular feedback on needs of students and curriculum in order to make positive change within FOCUS.
- Assist students in finding appropriate campus resources.
- Guide students in seeking out information relevant to their specific class – the catalog, the student rules, etc.

**REQUIREMENTS**

- Mentors must be eligible for employment in the United States.
- The mentor position is a full academic year commitment in order to provide a strong mentor relationship with students over the course of the year.
- Mentors must maintain a TAMU cumulative GPR of 2.50 or better and a semester GPR of 2.50 or better however a 2.75 is preferred. Failure to maintain this standard may result in the loss of your position or probation. Should both semester and cumulative GPR fall below a 2.0, the mentor will likely be released from their leadership role.
- Mentors must maintain full-time student status during the course of their appointment (co-enrollment at Blinn Community College may be counted). Mentors must limit their academic course load to no more than 16 credit hours per semester. Additional hours are approved at the discretion of their supervisor and on a case by case basis.
- Mentors must discuss all extracurricular involvement with their Coordinator and be prepared to scale back in other areas if commitment to FOCUS Learning Community responsibilities begins to falter.
- Mentors may not serve as a first semester RA, FISH Camp or IMPACT Counselors for sessions that conflict with mentor training or FOCUS functions during Gig’ Em Week; Senior leadership role in the Corps; President or Executive Board of large organizations or events (Big Event, Greek Life, etc.) and other leadership positions that will significantly impact a mentor’s ability to balance their additional jobs and extracurriculars with their academics.
- Summer Opportunities include serving as a host for New Student Conferences. (optional)

**Additional Information**

- Mentors receive non-monetary compensation (such as camp, meals, activities, and treats) for volunteering their time and effort in supporting FOCUS students
- Mentors receive uniforms (shirts, nametags).