



2015 MSW Student Facilitators for Mentoring Program, Summer New Student Programs, and Fall Orientation

Job Announcement

The Office of Student Services will be hiring current MSW students to assist in creating a welcoming and inclusive environment at the School of Social Work for incoming MSW students. This is an exciting opportunity to assist new students as they make their transition into the MSW program. The position requires facilitators to assist with and attend ten day-long Summer New Student Sessions, Fall Orientation, the All School Conference, and various mentoring events in Fall 2015 as needed. In addition, facilitators will be required to attend planning sessions and training sessions throughout the summer. *The majority of the work for this position will take place between June – August.* Students who are selected for these positions will be involved in the following activities:

Summer New Student Sessions (*July-August*)

- Plan and lead activities during the sessions
- Answer questions from incoming students about your experience
- Create a welcoming space for incoming students
- Facilitate relationship building amongst incoming students
- Lead campus tours

Fall Orientation (*September 2-4*)

- Coordinate social activities for students to attend after orientation
- Assist with set-up and check-in at Orientation
- Provide logistical assistance for the day's activities

All School Conference (*September 8-11*)

- Serve in a leadership role for first-year students
- Facilitate group process in collaboration with faculty members
- Provide logistical assistance for the week's activities

Mentorship Program (*June-December*)

- Serve as a mentor for a group of incoming MSW students to provide resource connection and support as students transition into the program
- Conduct weekly communication and monthly events with mentees
- Organize and attend program-wide activities

Other

- Plan and run webinars to share information about your experiences in the MSW program
- Host prospective student lunches and tours
- Assist with additional projects as needed

Compensation

This position pays \$15/hr. Facilitators will work between 100-120 hours over the two semesters. Time requirement will range from 2-12hrs/week.

All materials must be submitted to the Office of Student Services (Room 1748) or emailed to elpena@umich.edu by **Monday, April 6, 2015 (5pm)**.



2015 Tentative* Facilitator Schedule

April	Begin assisting with prospective student visits
May	Attend planning meetings and assist with webinars and visits
June	Conduct initial outreach to mentees and continue with meetings, webinars, and visits
Tuesday, July 7	Facilitate Summer Session
Tuesday, July 28	Facilitate Summer Session
Monday, August 3	Facilitate Summer Session
Tuesday, August 4	Facilitate Summer Session
Tuesday, August 11	Facilitate Summer Session
Tuesday, August 25	Facilitate Summer Session
Wednesday, August 26	Facilitate Summer Session
Thursday, August 27	Facilitate Summer Session
Monday, August 31	Facilitate Summer Session
Tuesday, September 1	Facilitate Summer Session
Wednesday, September 2-4	Attend orientation, assist with logistics, speak as needed
September 8-11	Attend the All School Conference, assist with logistics, facilitate as needed
September-December	Plan and implement mentoring activities, maintain consistent communication with mentees, attend program supervision meetings

*All dates are subject to change. Schedule is created around Spring/Summer class & field schedule.



SCHOOL OF SOCIAL WORK

UNIVERSITY OF MICHIGAN

2015 Facilitator Application

All materials must be submitted to the Office of Student Services (Room 1748) or emailed to elpena@umich.edu by **Monday, April 6, 2015 (5pm)**.

Section A:

Student ID Number

Last Name

First Name

Middle Initial

Street Address

City

State

Zip Code

Email Address

Cell Phone

Please select your program areas:

Curriculum Schedule:

Advanced Standing

16-month

20-month

Extended Degree

All students must be available through the Fall 2015 term unless Advanced Standing. The schedule will accommodate summer and fall class and field requirements.

Practice Method:

Community Organization

Interpersonal Practice

Management of Human Services

Social Policy and Evaluation

Practice Area:

Aging in Families and Society

Children and Youth in Families and Society

Community and Social Systems

Health

Mental Health

Section B:

Please write a one-page statement expressing your interest in and qualifications for the facilitator position.

Section C:

Please submit a resume highlighting your qualifications for the facilitator position.