

## Applying to Become an Honors Peer Educator

*Honors Peer Advising Center*

### **Honors Peer Advising Center Overview**

The Honors Peer Advising Center (HPAC) will connect honors students and Honors Peer Advisors in collaborative problem solving. We anticipate that the HPAC will provide significant support related to honors credit, honors diplomas, and the Course of Study Planner, though it will adapt to support honors students as needed. The HPAC's main service will be one-on-one peer advising appointments, but it will also offer small-group workshops taught by peer advisors, honors staff, and other Virginia Tech offices.

### **Honors Peer Advisor Position**

Honors peer advisors will mostly meet individually with honors students. Peer advisors will be trained to ask questions, get students actively involved in finding solutions, and introduce resources as necessary. Less frequently, peer advisors will also take turns teaching workshops on common problems or areas of interest to honors students. This position lasts for an academic year, beginning in the fall semester, and requires availability for several weekly advising appointments and a weekly class, the Peer Advising Practicum. This P/F class will provide significant training and support; it will meet probably once a week during the fall semester and less frequently during the spring. The class will emphasize collaborative learning, communication and problem-solving skills, reflection, and familiarity with Honors and University resources. Peer advisors will also complete online training during the summer.

### **Selection Criteria**

Above all, we are seeking honors students who can be approachable, reliable, and knowledgeable role models and mentors. More specifically, we look for strong communication, listening, and interpersonal skills; experience in peer leadership and in Honors; a strong academic record; adaptability; compassion, empathy, and patience; and sufficient availability throughout the 2017–2018 year.

### **Application Process**

Please read all steps fully before beginning the application.

1. Complete the four-part application on the following page and e-mail it to Amber Smith ([azsmith@vt.edu](mailto:azsmith@vt.edu)) by Monday, February 27, 2017.
2. Leave room in your schedule for several hours of weekly advising appointments and the Peer Advising Practicum, all of which will be arranged to fit the schedules of all accepted peer advisors.
3. Be prepared to share your ideas and be patient with us as we develop this new resource! You will have a major role in helping us shape the HPAC, and there are a lot of questions for us to answer before the fall.

If you have any questions, please contact Amber Smith at [azsmith@vt.edu](mailto:azsmith@vt.edu). Thank you!



**Peer Educator Application**  
2017–2018 Honors Peer Advisor

Please complete this four-part application electronically and submit it to Amber Smith via e-mail at [azsmith@vt.edu](mailto:azsmith@vt.edu) by Monday, February 27, 2017. The essays and CV can be submitted as separate Word documents or (preferably) by merging or scanning them into a single PDF with the application.

**I. PERSONAL INFORMATION**

<i>e.g., 1234</i>			
Full name	VT e-mail address	Cell phone #	Last 4 digits of VT ID
<i>e.g., Fall 2015</i>	<i>e.g., Fall 2016</i>	<i>e.g., Spring 2019</i>	
Year you entered VT	Year you entered Honors	Expected graduation	Cumulative GPA
Major(s)		Minor(s)	

**II. SHORT ESSAYS**

**Answer each question thoroughly. Use examples and be specific.**

1. Why do you think you will be a successful honors peer advisor?
2. What do you believe are the biggest issues that honors students face? How will you help students with these issues?
3. What experience have you had with peer advising or mentoring? In your experience, what is most and least effective when helping a peer solve a problem?
4. What have been the most meaningful ways that Honors has influenced your education?
5. What else should we know about you?

**III. CURRICULUM VITAE**

**Submit a copy of your curriculum vitae.** To most effectively customize your CV for this position, please refer to the information on the first page of this application. If you have never created a CV before, consider visiting Career Services and the Writing Center for assistance. You can also find information online here:

- <http://www.career.vt.edu/resumeguide/Vitae.html>
- <https://owl.english.purdue.edu/owl/resource/641/01/>

**IV. AVAILABILITY CONFIRMATION**

- I can commit to this position for the full 2017–2018 academic year.
- I will save room in my schedule for several hours of weekly peer advising appointments and the Peer Advising Practicum.
- If I had questions or concerns about any of the above items, I have already discussed them with Ms. Smith ([azsmith@vt.edu](mailto:azsmith@vt.edu)).

