



The ALANA Mentoring Program (AMP) pairs first-year ALANA students with upper-class students to assist them in acclimating to campus life at Loyola University Maryland. The ALANA Mentors play an integral role in working with students for the first year of their college experience. Mentors will assist first-year students to gain an understanding and appreciation of the University culture, introduce them to co-curricular activities, and assist them with achieving academic and personal growth.

#### Qualifications:

- ✦ Be a full-time undergraduate student at Loyola University Maryland for both fall and spring semesters (students studying abroad *cannot* be mentors)
- ✦ Be able to participate in mandatory Spring and Fall trainings
- ✦ Be in good judicial and academic standing (minimum 2.5 GPA)
- ✦ Be knowledgeable of campus programs, personnel, policies, and procedures
- ✦ Possess good interpersonal skills and illustrate reliability, responsibility and patience
- ✦ Be willing to serve as a positive role model and example for new students

#### Responsibilities:

- ✦ Commit to the mission and program objectives of the ALANA Mentoring Program
- ✦ Be a team player by working in uniformity with other mentors for duration of program
- ✦ After receiving mentee, make initial contact *within the first week*, and contact your mentees *weekly thereafter*; thus spending quality time and establishing rapport
- ✦ Attend monthly mentor meetings throughout the academic year in order to maintain consistent contact regarding progress of the mentee(s) with ALANA Services
- ✦ Participate *with mentees* in programs sponsored by the ALANA Mentoring Program
- ✦ Assist mentees with academic growth
- ✦ Encourage mentees to participate in cultural programs and organizations
- ✦ Provide moral support to first years in developing a positive attitude towards academic achievement and personal adjustment
- ✦ Serve as a liaison between your mentee(s) and ALANA Services
- ✦ Perform in the best interest of Loyola University Maryland, serving as a representative of the college by presenting a positive outlook of the overall program

#### Important Non-Negotiable Dates:

- ✦ Spring Training: Sunday, April 12, 2015
- ✦ AMP Meet & Greet: Thursday, September 3, 2015
- ✦ Fall Training: Friday, September 11, 2015
- ✦ Academic Year: Hour Long Mentor Meetings (two per semester)

**\*\*Completed applications are due to the ALANA Services Office by 5:00PM on Tuesday, February 20, 2015.**

Interviews will be held February 23-27, 2015.

Sign up for a time when you hand in your application.\*\*

#### Questions?

Contact Kasey Quinn, Graduate Assistant for Research and Retention, ALANA Services  
 Email: [kmquinn@loyola.edu](mailto:kmquinn@loyola.edu) Phone: (410) 617-2310



Please type or print clearly and return or email to ALANA Services, ([kmquinn@loyola.edu](mailto:kmquinn@loyola.edu)) by 5:00PM on Tuesday, February 20, 2015\*\*

Name: _____	Sex: _____
Preferred Name/Nickname: _____	Cumulative GPA: _____
Date of Birth: _____	ID#: _____
Telephone #: _____	Email: _____
Campus Address & MS #: _____	
Summer Address: _____	
Major: _____	T-Shirt Size: XS S M L XL XXL

**A complete application will include all of the following:**

1. A cover letter (no more than one page long) addressing the following:
  - a. What have you learned about mentoring in this past year?
  - b. If given the opportunity to serve the ALANA community as an AMP Mentor again, what would you repeat and what would you do differently?
2. Resume
  - a. This should include employment history, extracurricular activities, and community service involvements along with the dates involved, your responsibilities, and the time commitment required.
  - b. Please distinguish which of these time commitments will continue during the 2015-2016 academic year.
3. One completed reference form.

**Reference**

Please list one (1) reference (must be a current or former mentee) you feel could best comment on your overall ability to be an effective AMP Mentor.

Name	Title	Phone Number
1) _____	_____	_____



The ALANA Mentoring Program (AMP) pairs first-year ALANA students with upper-class students to assist them in acclimating to campus life at Loyola University Maryland. The ALANA Mentors play an integral role in working with students for the first year of their college experience. Mentors will assist first-year students to gain an understanding and appreciation of the University culture, introduce them to co-curricular activities, and assist them with achieving academic and personal growth.

---

Name of Applicant: \_\_\_\_\_

Name of Reference: \_\_\_\_\_

Address/Contact: \_\_\_\_\_  
 \_\_\_\_\_

Relation to Applicant: \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

Please complete the following checklist, rating the applicant's ability in the following areas. Please include any comments or additional information below or on a separate sheet.

**1: Excellent                      2: Good                      3: Poor                      4: No basis to judge**

- \_\_\_\_ Ability to work with others
- \_\_\_\_ Ability to take initiative
- \_\_\_\_ Ability to work hard, beyond what is necessary
- \_\_\_\_ Openness to trying new things
- \_\_\_\_ Ability to work with a large group
- \_\_\_\_ Openness to diversity of culture, background, language, etc.
- \_\_\_\_ Organizational skills
- \_\_\_\_ Intellectual and intuitive skills
- \_\_\_\_ Leadership skills
- \_\_\_\_ Openness to engaging faith questions/religious issues
- \_\_\_\_ Emotional health and self-esteem (ability to appropriately and maturely express a range of feelings)

Please indicate what your mentor did to make you feel at home within the ALANA and greater Loyola community:

---

---

---

---

---

Please indicate one area in need of improvement as a mentor:

---

---

---

---

---

Any further comments:

---

---

---

---

---

Signature \_\_\_\_\_

Date \_\_\_\_\_

Position and Title \_\_\_\_\_

**Reference forms are due by 5:00PM on Tuesday, February 20, 2015.**  
Please return this reference in a sealed envelope,  
with your signature across the seal, to ALANA Services (AWSC E313).

***Thank you for your time and assistance!***

<p><b>Questions?</b> Contact Kasey Quinn Email: <a href="mailto:kmquinn@loyola.edu">kmquinn@loyola.edu</a> Phone: (410) 617-2310</p>
--