ALANA Mentoring Program

Loyola University Maryland

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: Saturday, April 12th, 3-7pm Cohn 133
- Fall Training: Friday, September 12th, 3-4pm
- AMP Meet & Greet: Friday, September 12th, 4-5pm
- Academic Year: Hour Long Mentor Meetings (two per semester)

**Completed applications are due to the ALANA Services Office
by **5:00PM on Monday, April 7th, 2014**.
Interviews will be scheduled on an individual basis.
Sign up for a time when you hand in your application.**

Questions?
Contact ALANA Services
Phone: (410) 617-2310
Email: kmquinn@loyola.edu

ALANA Mentoring Program

Loyola University Maryland

Please type or print clearly and return or email to ALANA Services, (kmquinn@loyola.edu) **by 5:00PM on Monday, April 7th, 2014** **

Name: _____ Male Female

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

Please type the answers to the following questions:

1. What have you learned about mentoring in this past year?
2. If given the opportunity to serve the ALANA community as an AMP Mentor again, what would you repeat and what would you do differently?
3. Please list your activities, interests and community service involvements along with the dates involved and the time commitment (hours per week). Please distinguish which of these time commitments will continue during the 2014-2015 academic year.

Reference

Pleas 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)	_____	_____	_____

Interested in playing a key role in the success of the ALANA Mentoring Program?

Apply to be a Peer Mentor Coordinator!

Peer Mentor Coordinator (PMC) Responsibilities:

- Assist with planning, implementation, and evaluation of AMP trainings, meetings, and activities
- Serve as a liaison between AMP peer mentors and the ALANA Research and Retention Graduate Assistant
- Meet with the ALANA Research and Retention Graduate Assistant bimonthly
- Coordinate transportation to and from off-campus social activities
- Maintain attendance at meetings and social activities
- Exemplify the outstanding character and commitment expected of an ALANA mentor

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 2.8 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
- Possess excellent time management skills, capable of balancing the PMC role along with existing mentor responsibilities
- Must have served as an ALANA peer mentor for at least one semester

Please type the answers to the following questions:

1. Why do you want to be a PMC and what do you bring to the PMC role?
2. What do you believe the primary responsibilities of a PMC will look like in practice?
3. Describe how you believe the PMC role will change the ALANA Mentoring Program.

**Please type or print clearly and return or email to ALANA Services (kmquinn@loyola.edu) with your complete application,
by 5:00PM on Monday, April 7th, 2014 **

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Loyola University Maryland

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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)

Over →

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 5:00 PM Monday, April 7, 2014

Please return this reference in a sealed envelope,
with your signature across the seal, to ALANA Services (AWSC E313).

Questions?
Contact ALANA Services
Phone: (410) 617-2310
Email: kmquinns@loyola.edu