



PEER COACH
APPLICATION
PACKET

Lake Tahoe Community College - Equity Program

Class Title: Equity Peer Coach

Under the direction of the Equity Director and assistant, a peer coach provides tutoring and support services to socially or economically disadvantaged, and/or at-risk college and high school students with diverse learning styles. Coaches also represent the EQY office on and off campus at events and during outreach opportunities.

Eligibility & Expectations:

- Coaches must be able to commit one hour a week to mentor students
- Coaches must be at least in their 2nd year at LTCC
- Must have and maintain a 2.0 or above GPA
- Provide information, advice, support and encouragement to student mentees.
- Help students stay motivated.
- Help students understand course material.
- Help students prepare and study for quizzes, exams, and projects.
- Help students identify learning styles and improve study skills.
- Provide early referral to support services to ensure academic success.
- Provide early intervention through frequent contact with students.
- Provide problem solving assistance appropriate to the individual student.
- Help build academic success strategies appropriate to the individual student.
- Serve as liaison to course instructors, students, and program staff.
- Maintain mentoring contact log and submit periodic participant progress report to Equity Director.
- Coaches may be required to assist with Equity and outreach events
- Expected to communicate academic and life skills workshops to students

Knowledge and Abilities:

Knowledge of:

- Subject area of tutor/mentor program
- Lake Tahoe Community College campus and resources
- The need and challenges of college students with socially and economically disadvantaged backgrounds.

Ability to:

- Work with students from a variety of low-income, cultural and academic backgrounds and with diverse learning styles and display sensitivity to the needs of disadvantaged students
- Maintain current knowledge of application software and operating systems used in assigned centers.
- Communicate effectively both orally and in writing.
- Establish and maintain cooperative relationships with those contacted in the course of work.

Qualifications:

Required:

- Successful completion of at least twelve credits at LTCC
- Currently enrolled at Lake Tahoe Community College
- Completion of the Application Packet

Preferred:

- 3.0 cumulatively and quarterly GPA
- Strong interpersonal skills, including listening and speaking
- Interest in helping others
- Ability to work independently and within a group
- Reliable, responsible and conscientious
- Leadership skills or previous leadership experience



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APPLICATION FOR EMPLOYMENT

PLEASE READ CAREFULLY: A resume may be attached but this does not relieve the requirement to COMPLETE ALL SECTIONS of this application. An incomplete application may disqualify you. A poorly completed application may work against you in the screening process. Read the job notice and description to be sure you meet the minimum requirements.

PERSONAL

Name _____
Last First Middle

Present Address _____
Street P.O. Box City State Zip

Telephone # _____ Email Address _____
Home Cell

Are you legally eligible for employment in the U.S.A.? _____ Are you under the age of 18? _____

Other than English, please list any language you speak fluently _____

LIST MOST RELEVANT EMPLOYMENT AND/OR VOLUNTEER EXPERIENCE FOR THE PAST 5 YEARS:

1. Name and Address of Company	From:		To:		Position: Describe the work you did:
	Mo.	Yr.	Mo.	Yr.	
	Weekly Starting Salary		Weekly Ending Salary		
Type of Business:	Name & Title of Supervisor:				
Telephone:	Reason for Leaving:				

2. Name and Address of Company	From:		To:		Position: Describe the work you did:
	Mo.	Yr.	Mo.	Yr.	
	Weekly Starting Salary		Weekly Ending Salary		
Type of Business:	Name & Title of Supervisor:				
Telephone:	Reason for Leaving:				

3. Name and Address of Company	From:		To:		Position: Describe the work you did:
	Mo.	Yr.	Mo.	Yr.	
	Weekly Starting Salary		Weekly Ending Salary		
Type of Business:	Name & Title of Supervisor:				
Telephone:	Reason for Leaving:				

Coaching Preferences

Prefer a match with:

- Male
- Female
- No preference

In which specific areas can you assist students? (Check all that apply)

- Academics
- Selecting a major
- Selecting an Academic goal
- Career Exploration
- Adapting to college
- Life skills (budgeting, nutrition, etc)
- Preparing to graduate/transfer
- Personal issues
- Other: _____

What subjects are you comfortable tutoring?

- English
- Math (What level?)
- Spanish
- Chemistry
- Biology
- Political Science
- Psychology
- Anatomy
- Other: _____