

Job Description: Fiat Lux Scholars Program Community Scholar

The Calvin E. Bright Success Center; a unit under the department of Student Affairs at UC Merced, provides learning support, transition programs, and individualized interventions which empower UC Merced students to be successful in their academic and personal development. By intentional collaboration and program delivery we:

- Provide opportunities and co-curricular experiences that aid students in enhancing their knowledge of university resources
- Provide academic and personal growth/development, advocacy and access.
- Focus on overcoming barriers and celebrating academic milestones

Fiat Lux Scholars Program Mission: We empower a select cohort of income-eligible, first-generation college students through intentionally structured services that ease their college transition, build a community of scholars, and enhance their student development.

Fiat Lux Scholars Program Vision: Promote resilience, increase retention, and minimize barriers to degree attainment for first-generation college students.

The Fiat Lux Community Scholar responsibilities include:

- While living among Fiat Lux Scholars, Community Scholars serve in a Peer-to-Peer/Mentor capacity for first-year Scholars participating in the Living Learning Community
- Empower students to make a successful academic and social transition to UC Merced from high school by sharing on or off campus resources and programs; provide referrals to services or programs that support student development
- Hold check-in meetings through scheduled office hours with First Year students and provide academic, personal, career, and financial guidance to students
- Collaborate with Resident Assistants to create and maintain a safe and inclusive Living-Learning Community for our students; Plan, coordinate and facilitate community and relationship building activities for the Living Learning Community
- Serve as a liaison between Fiat Lux Scholars, Housing and Residence Life, and the Fiat Lux Scholars Program Staff
- Attend program all staff and team meetings and training sessions as scheduled
- Comply with all UC Merced Principles of Community and UC Conduct Standards
- Maintain good conduct on and off of the UC Merced campus
- Advocate for the interest of Fiat Lux Scholars
- Adhere to all principles of confidentiality
- Other duties as assigned

Qualifications:

- Must be, or will be, sophomore standing for the Community Scholar position
- Must have completed both the UC Merced job application and the Fiat Lux supplemental application for the position desired by the communicated deadline
- Must be available to commit to the student staff position for the entire 2020-2021 academic year
- Must have a cumulative GPA of at least 2.75 and be in good academic standing
- Demonstrate the ability to work well independently and collaboratively as a part of a team while exercising sound judgment
- Knowledge and understanding of the needs of diverse student populations including first generation students
- Effective interpersonal communication skills, including active listening skills
- Ability to use office equipment such as a laptop computer, printer/scanner/copier, projector and fax
- Knowledge of Microsoft Office including Excel, Outlook, Word, and Power Point
- Ability to use Mac/PC operating systems
- Ability to work evenings and weekends
- Must be able to multi-task and have the ability to work in a fast-paced environment
- Must be available to attend Required Training: August 17th – 21st, 2020 & tentative Fiat Lux Orientation: August 24th, 2020