Deadline to submit application: March 06, 2015 by 5:00 PM

Inclusive Excellence Peer Educator Position

Apply at: Student Diversity Center (SUB second floor)
Please supply class schedule
Questions? Call (208) 426-5950

Job Description:

Student Diversity & Inclusion (SDI) and Multicultural Students Services (MSS) are hiring peer educators focusing on the following areas:
   (a) Racial Equity
   (b) Identity Development
   (c) Systems of Oppression

The position you select will be the lens through which you will create programming about your focus area.

Your responsibilities:

- Complete mandatory training all-day, attend weekly program and staff meetings.
- Represent SDI/MSS as a key paraprofessional staff member at all functions.
- Conduct outreach and recruitment at tabling events and organization meetings for programs such as Making Justice Visible, Tunnel of Oppression and the First Forward Program.
- Create and adhere to schedule for office time and event staffing.
- Plan and facilitate workshops and discussions on a monthly basis in collaboration with professional staff for first generation college students enrolled in the First Forward Program.
- Work with International Student Services (ISS) peer educators in developing workshops and planning 1 social event a month for first generation college students enrolled in the First Forward Program.
- Assist with developing promotional materials, event text and learning outcomes for programs.
- Work on proposals, planning timelines, budgets, event requests, evaluations and training materials.
- Help plan and staff the Tunnel of Oppression and the Seven Arrows Powwow.
- Attend a mandatory mid-year staff training TBA in January.
- Be available to work evening and weekend events.
- Participate in other duties as assigned.
Serve 10 hours per week during the 2014-15 Academic year

**Required Qualifications:**

- Must be enrolled at least part-time at Boise State University with a minimum of 6 credits (undergraduate) or 5 credits (graduate) per semester.
- Computer experience required. Preferred experience in such programs as MS Word, Excel and Publisher and proficient ability to navigate the Internet.
- Customer service skills.
- Experience or interest in working with diverse populations.
- Must have a minimum cumulative and semester GPA of 2.5 (undergraduates) or 3.0 (graduates) or provide an explanation of your academic standing.
- Ability to be flexible and adapt to situations.
- Ability and willingness to serve as a role model to other students on issues of inclusion, acceptance and social justice.

**Preferred Qualifications:**

- Excellent organizational, time management and communication skills
- Experience with presentations and/or event planning
- A familiarity with racial equity, systems of oppression, racial identity development and the intersections of oppression or a willingness to learn.
- Experience as a peer mentor or in a position of student leadership
- Bilingual/Bicultural

**Compensation:**

$8.00 hour
10 hours a week
Work study Required