

## 2013 INTERNATIONAL PEER ADVISOR APPLICATION FORM

The peer advisor role is a paid ISA board position, because of the extra work required during the summer months – amount conditional upon performance. As a member of the board, a peer advisor is also expected to adhere to all of the requirements of the elected positions in addition to their “paid” responsibilities.

### Peer Advisor Requirements:

- Corresponds with enrolled first-year students via email throughout the spring and summer – answering questions or consulting International Student Advisor as needed.
- Coordinates and assists with first-year and exchange student pick-ups during Orientation and/or meets with first-year students who make their own travel arrangements to Lafayette.
- Assists ISA Advisor with arranging schedule of events for ISA Orientation throughout the summer and upon arrival on campus
- Assists new students as needed once here (i.e. with meals, paperwork, tours, free time fun events, scavenger hunt, door decorations).
- Organizes and guides a Social Security and/or Tax Identification trip downtown a few weeks into school.
- Maintains contact with his/her assigned group of first-year students throughout the academic year and assists them with any needs. Done via phone calls, email and one-on-one and group meetings. Must provide regular updates to ISA Advisor.
- Assists with/attends events designed primarily for first-year students.
- Assists with January transfer pick-ups and maintains communication with January transfer students prior to arrival at Lafayette and once here.
- Assists the Admissions office with “Email buddies” during the spring semester.
- ***Cannot be a Resident Advisor, Peer Counselor, or Orientation Leader during the fall term.***
- ***Cannot study abroad during the two semesters of the position.***
- ***Must arrive on campus the Friday prior to the start of the ISA Orientation – 08/16/13***

### Application Requirements:

The following materials should be emailed to Sabbir Siddiqui at [siddigus@lafayette.edu](mailto:siddigus@lafayette.edu) by **Wednesday, January 30<sup>th</sup> at 5pm.**

- Completed Application Form
- Name, cell phone and email of two references (your campus employer, a current board member from another organization in which you are a member or a professor).

### Application Timeline:

**Wednesday, January 30, 2013** – Peer Advisor applications & references due.

Applicants will be emailed/called with details on signing up for an interview time.

**Sunday, February 3rd – Friday, February 8, 2013 times TBD** - Peer Advisor Interviews will take place.

**February 10, 2013** - Announcement of Peer Advisor team for 2013.

**Note:** The ISA Advisor, the ISA president, the current Head Peer Advisor or another current board representative will conduct the interview and selection process for the Peer Advisor positions.

**Please submit your completed application form to Sabbir Siddiqui by 5PM on Wed., January 30th.**

**2013 INTERNATIONAL PEER ADVISOR APPLICATION FORM**

Name: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Country: \_\_\_\_\_

Email: \_\_\_\_\_

Class of: \_\_\_\_\_

Do you plan to study abroad during a part of the next academic year? **YES / NO**

If yes, please explain:

***REMINDER: ISA peer advisors CANNOT be RAs, Peer Advisors or Orientation Leaders during the fall term. According to the ISA constitution it is mandatory that all ISA peer advisors be present at Lafayette on the Friday prior to the start of the ISA Orientation.***

Please answer the following four questions at the end of this application:

(Please limit your answers to 200 words or less)

1. Explain why you are applying for the peer advisor position.
2. Describe what you enjoyed most about your first-year (international) orientation and outline any changes that you would make as a peer advisor for the incoming first-year and exchange students.
3. Describe any leadership experiences that you have had in the past two years (particularly at Lafayette) and explain how they might contribute to your role as a peer advisor.
4. What other commitments would you have next year in terms of course load, club activities and jobs?

**Note:** One of the five peer advisors will be designated as the Head Peer Advisor for all matters related to the orientation of first year and exchange students throughout the year.

\_\_\_\_ Please check (✓) here if you are willing to be considered for the Head Peer Advisor role.

By submitting this application, I hereby agree that the information present on this form is correct to the best of my knowledge.

\_\_\_\_\_

**Signature**

\_\_\_\_\_

**Date**

**Please submit your completed application form to Sabbir Siddiqui by 5PM on Wed., January 30th.**