

The University of Texas Rio Grande Valley
Student Educational Outreach
2018 Edinburg Pre-Freshman Engineering Program
Program Mentor Job Description

APPLICATION DEADLINE: March 9, 2018

BACKGROUND:

Summer 2018 Edinburg PREP expects to serve 450 middle and high school students all of whom will commit themselves to seven weeks of academic enrichment in science and engineering from June 5 through July 23, 2017. The program participants will be engaged in study and laboratory work at The University of Texas Rio Grande Valley.

DUTIES AND RESPONSIBILITIES OF A PROGRAM MENTOR:

- A. Before the program begins, attend staff orientation and prepare program operations.
- B. During the program, monitor a group of 15 to 20 students with the following specific duties:
 - (I) Take attendance of assigned students several times daily and, in general, be responsible for their whereabouts.
 - (ii) Attend classes and laboratories with students and assist instructors.
 - (iii) Supervise research and study period.
 - (iv) Maintain records of students' work.
 - (v) Assist in preparation of special PREP activities.
Some program assistant mentors will be assigned to monitor laboratories and assist in clerical duties.
 - (vi) Attend TexPREP Graduation.

QUALIFICATIONS FOR PROGRAM MENTOR:

1. Commitment and interest in assisting middle and high school students in their academic and personal growth.
2. Completion of at least one year of college.
3. Currently enrolled in college with 2.5 or better GPA.
4. Completion of Calculus I (preferred) and other advanced mathematics courses.
5. Prior experience working with adolescents (preferred).
6. Available to work from 12:00 PM to 6:00 PM daily between June 4 and July 20, 2018.
7. Preference is given to college science, mathematics, computer science, or engineering majors; previous PREP participants; and former PREP employees.

EMPLOYMENT DATES: June 1, 2018 – July 21, 2018.

***PREP will not discriminate on the grounds of race, creed, gender, color, age, handicap, religion, or national origin of any applicant.

TexPREP Office
The University of Texas Rio Grande Valley
ELCTR 164
1201 W. University Drive
Edinburg, TX 78539

2018 Tex PREP Program Mentor Application-Edinburg

NAME: _____

UTRGV SID#: _____ UTRGV Employee # _____ Date of Birth: _____

CURRENT ADDRESS: _____
STREET CITY STATE ZIP

CURRENT TELEPHONE NUMBER: (____) ____ - _____

ETHNICITY: _____ 1ST GENERATION: Y ___ N ___

UTRGV E-MAIL ADDRESS: _____

UNIVERSITY/COLLEGE ATTENDING: _____

UNIVERSITY ADDRESS: _____
STREET CITY STATE ZIP

UNIVERSITY CLASSIFICATION: _____

MAJOR: _____

MINOR: _____

CURRENT G.P.A.: _____

COLLEGE MATH COURSES TAKEN: _____

COLLEGE COMPUTER COURSES TAKEN: _____

WILL YOU BE EMPLOYED ANYWHERE ELSE DURING JUNE 1, 2018 TO JULY 21, 2018?
____ NO ____ YES IF YES, WHERE AND NO. OF HOURS PER WEEK IF AT UTRGV

HAVE YOU EVER ATTENDED TEXPREP AS A STUDENT? ____ IF YES,
WHEN? _____

HAVE YOU EVER BEEN A PROGRAM MENTOR AT TEXPREP? ____ IF YES,
WHEN: _____ WHERE: _____

WILL YOU BE ATTENDING CLASSES DURNING THE SUMMER AT UTRGV? ____ YES ____ NO
IF YES, PLEASE SUBMIT THE SUMMER SCHEDULE.

**PLEASE ATTACH A CURRENT TRANSCRIPT (UNOFFICIAL), RESUME AND SUMMER
SCHEDULE (IF ANY)**