

The University of Texas Rio Grande Valley
Student Educational Outreach
2017 Brownsville Pre-Freshman Engineering Program
Program Mentor Job Description

APPLICATION DEADLINE: March 24, 2017

BACKGROUND:

Summer 2017 Brownsville PREP expects to serve 150 middle and high school students all of whom will commit themselves to seven weeks of academic enrichment in science and engineering from June 12 through July 28, 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 12 and July 28, 2017.
7. Preference is given to college science, mathematics, computer science, or engineering majors; previous PREP participants; and former PREP employees.

EMPLOYMENT DATES: June 1, 2017 – July 30, 2017.

***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
LEAC 164
1201 W. University Drive
Edinburg, TX 78539

2017 Tex PREP Program Mentor Application

NAME: _____

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

CURRENT ADDRESS: _____
STREET CITY STATE ZIP

CURRENT TELEPHONE NUMBER: (____) _____ - _____

ETHNICITY: _____ 1ST GENERATION: Y ___ N ___ CERTIFIED TEACHER: Y ___ N ___

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, 2017 TO JULY 23, 2017.
____ 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 DURING THE SUMMER AT UTRGV? ____ YES ____ NO

WILL YOU BE ATTENDING CLASSES DURING THE FALL 2017 AT UTRGV? ____ YES ____ NO

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