



**Peer
Assistant**

**Application
Packet**

2009-2010



Due Tuesday, February 24

Gustavus Adolphus College

Peer Assistant Program

Peer Assistants Are:

Students who volunteer their time and energy to help staff the Peer Assistance Center. Their purposes are to identify student needs, coordinate ideas and suggestions and assemble informational programs to support the Gustavus community in matters concerning alcohol, drugs, and healthy lifestyle issues.

Reports To:

Office of Alcohol/Drug Education

Co-ordinates With:

Residential Life (Collegiate Fellows, Head Residents)
Student Activities Office
Campus Activities Board
Counseling Center
Health Services

Responsibilities:

- Attend training program before the start of school in the fall (**beginning Sunday, August 30, 2009 and lasting through Monday, September 7, 2009**).
- Prepare and present programs to other students in residence halls, academic classes or campus-wide
- Attend weekly Peer Assistant meetings
- Develop an area of expertise
- Become knowledgeable about drug/alcohol education and wellness resources and be prepared to refer students to appropriate resources
- Actively communicate with the coordinator and other peer group members
- Assist in the evaluation of program efforts, goals and outcomes and offer input into future directions for the program
- Attend regional and national meetings as requested
- One office hour/week
- Recognize on-campus issues and respond to them

Qualifications:

- 2.5 Grade Point Average or above
- Desire to help other students
- Ability to organize and present materials
- Concern for the chemical health and wellness of oneself and others
- Good role model
- Able to support and model the Gustavus alcohol policy - abstinence or responsible use
- Demonstrated leadership skills

Criteria and Selection Process:

Desirable characteristics:

- Self-assured
- Open-minded and honest
- Good communication skills; ability to work with students having diverse attitudes and beliefs
- Highly motivated
- Assertive
- Aware of both strengths and weaknesses
- Leadership potential/skills
- Work well in a group
- Able to devote a **minimum** of three hours per week in volunteer time

Selection Process: MARK YOUR CALENDARS!

- **Completion of application–Due Tuesday, February 24, 2009**
- **Individual interview – Sunday, March 1, 2009 (afternoon)**
- **Group interview –Thursday, March 5, 2009 (9-11:30 pm)**
- **Interview with Coordinator of Alcohol/Drug Education – March 9-13, 2009**

Personal Benefits:

- involvement in a dynamic, proactive peer program
- honorarium per semester
- development of helping skills, basic information skills, administrative skills, teaching skills, leadership skills, crisis-management and conflict resolution skills, active-listening and human relations skills
- personal satisfaction
- opportunity to be part of a self-directed team

GUSTAVUS ADOLPHUS COLLEGE

PEER ASSISTANT APPLICATION

Name _____ e-mail _____ DOB _____

I.D. # _____ Local Address _____ Local Phone _____

Permanent Address _____
Street City State Zip

Cell Phone _____ Year in School _____

Major _____ Current G.P.A. _____

List last two employers and any relevant work experience. (Include both volunteer and paid experience).

1. _____
2. _____
3. _____
4. _____

List all training that is relevant to this program (workshops, academic course)

1. _____
2. _____
3. _____
4. _____
5. _____

Answer the following questions on a separate sheet and attach. (Questions 1-6)

1. What does the Peer Assistant Program mean to you?
2. What do you expect to gain from the experience of being a Peer Assistant?
3. What needs do you see on campus that the Peer Assistants should make as priorities next year and why?
4. What student groups or organizations have you been involved with this year, and in what capacity? What has this involvement taught you about leadership?
5. What do you consider to be your strengths?
6. What do you consider to be a weakness, or area that needs development?

6. EXTRA CURRICULAR ACTIVITIES: (Mark with * activities you will be involved with during the 2009-2010 school year)

Organization

Position in Organization

8. What activities have you participated in at GAC that have involved volunteer service?

9. PERSONAL REFERENCES: Please use the attached reference sheets and **ask for a reference from each of the following:**

Faculty/Staff _____

Collegiate Fellow _____

Student _____

APPLICATION DEADLINE – TUESDAY, FEBRUARY 24, 2009.

RETURN APPLICATION ALONG WITH Current CLASS SCHEDULE (Spring 2009), OTHER EVENING MEETINGS AND WEEKEND COMMITMENTS TO:

**Judy Douglas
OFFICE OF ALCOHOL/DRUG EDUCATION
P.O. BOX B-3**

Peer Assistant Applicant Reference (Faculty/Staff)

_____ is applying for the position of Peer Assistant in the Office of Alcohol/Drug Education. In this capacity, he/she will be volunteering his/her time to help identify student needs, coordinate ideas and suggestions and develop informational programs to help support the Gustavus community in making responsible lifestyle choices.

(Circle appropriate response below)

I DO I DO NOT “. . . waive my right of access” to this character reference.

Student Signature

How long have you known this candidate? _____

How well do you know this candidate? _____

What is your relationship with this candidate? _____

Please rate this applicant’s abilities by circling the appropriate response:

A. Relates easily to other people, showing sensitivity to the feelings and needs of others.

1. Outstanding 2. Above Average 3. Average 4. Poor 5. Inadequate 6. Unknown

Comments:

B. Is emotionally stable and mature, approaching problem-solving with patience and good judgment.

1. Outstanding 2. Above Average 3. Average 4. Poor 5. Inadequate 6. Unknown

Comments:

C. Manages own life successfully, so that opinions and judgment elicit respect and confidence from other students.

1. Outstanding 2. Above Average 3. Average 4. Poor 5. Inadequate 6. Unknown

Comments:

(over)

Peer Assistant Applicant Reference (Collegiate Fellow)

_____ is applying for the position of Peer Assistant in the Office of Alcohol/Drug Education. In this capacity, he/she will be volunteering his/her time to help identify student needs, coordinate ideas and suggestions and develop informational programs to help support the Gustavus community in making responsible lifestyle choices.

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Comments:

C. Manages own life successfully, so that opinions and judgment elicit respect and confidence from other students.

1. Outstanding 2. Above Average 3. Average 4. Poor 5. Inadequate 6. Unknown

Comments:

(over)

D. Is conscientious and responsible in fulfilling obligations and completing tasks.

1. Outstanding 2. Above Average 3. Average 4. Poor 5. Inadequate 6. Unknown

Comments:

E. Demonstrates leadership ability, yet works cooperatively and constructively in group situations.

1. Outstanding 2. Above Average 3. Average 4. Poor 5. Inadequate 6. Unknown

Comments:

F. Has achieved academically to an extent that he/she can function with additional responsibility.

1. Outstanding 2. Above Average 3. Average 4. Poor 5. Inadequate 6. Unknown

Comments:

G. Overall, I recommend this candidate:

1. Highly 2. With 3. Without 4. With 5. Cannot
 Confidence Conviction Reservation Recommend

Comments:

Signature

Date

**PLEASE RETURN To: OFFICE OF ALCOHOL/DRUG EDUCATION
By: TUESDAY, FEBRUARY 24, 2009.**

Peer Assistant Applicant Reference (Student)

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(Circle appropriate response below)

I DO I DO NOT “ . . . waive my right of access” to this character reference.

Student Signature

How long have you known this candidate? _____

How well do you know this candidate? _____

What is your relationship with this candidate? _____

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