

**APPLICATION FOR PEER ADVISOR
2008-2009**

The First Year Experience Program

University of South Alabama - Department of Housing - Residence Life

Applications are due Friday, February 22, 2008 by 5:00pm in the Epsilon Area Office.

I. PERSONAL DATA

Name: _____ Soc. Sec. No. _____
Preferred Name: _____ Student No. _____
Date of Birth: _____ Age: _____
Residence Hall Address: _____ Res. Hall Phone No. _____
Local Mailing Address: _____
E-Mail Address: _____ Cell Phone No. _____
Summer Address: _____
Summer Phone No. _____
Home Address: _____
Home County: _____

II. EDUCATION

Total credits earned by the end of Fall Semester '07: _____ semester hours
Grade Point Average - Overall USA GPA: _____ Fall Sem. 2007: _____
Overall Transfer GPA: _____ Overall GPA: _____

I give the Department of Housing permission to verify my grade point average and total credits earned: _____ (Signature)

Vocational/Educational Goals _____

III. EXTRACURRICULAR ACTIVITIES

What organizations are you involved with at U.S.A?

What campus or residence hall programs and activities have you attended?

What organizations or activities were you involved with in high school?

What are your hobbies and interests?

IV. EMPLOYMENT

Please list paid work experience including part-time positions:

Employer / Address	Begin/End Dates	Position
--------------------	-----------------	----------

Are you currently employed? _____ If yes, where? _____

Number of hours per week _____

Would you continue to work at this additional job? How many hours per week? _____

Volunteer Work Experience (Community, Church, College, High School, etc.) _____

Are you related to any employee of the Department of Housing and/or the Division of Student Affairs? Yes ___ No ___ If yes, list name and relationship _____

Note: The University of South Alabama may, as part of its employment process, obtain a consumer report (i.e. employment verification, education verification, criminal history, motor vehicle report, or credit history) on me and that my employment will depend on the satisfactory outcome of this investigation. The included **Prospective Employee Agreement** must be returned with your application by Friday, February 22, 2008.

IV. ADDITIONAL QUESTIONS

Why do you want to become a Peer Advisor? _____

What do you see as the key factors for a college freshman's successful transition from high school to college life? _____

When people start a new job they usually have a role model. What peer advisor- traits or habits would you use that your role model used? _____

What *fun* activities would you plan for your freshmen group? _____

VI. INTERVIEWS

What times during the week are you available for an interview? (ex. MWF 2:00 - 5:00 p.m.) _____

VII. REFERENCES

 List three references.

Name	Address	Phone Number	Relationship
------	---------	--------------	--------------

Applicant's Signature

Date

DEADLINE - Applications for Peer Advisor are **due** in the Area Offices, no later than **5:00 p.m., Friday, February 22, 2008.**

UNIVERSITY OF SOUTH ALABAMA
BACKGROUND INVESTIGATION
PROSPECTIVE EMPLOYEE AGREEMENT

I, _____,
 First Middle Last
Social Security Number* _____ - _____ - _____, understand that the University of South Alabama may, as part of its employment process, obtain a consumer report (i.e. employment verification, education verification, criminal history, government sanctioning, debarment, or exclusion, motor vehicle report, or credit history) on me and that my employment will depend on the satisfactory outcome of this investigation. I understand that I have the right to request disclosure of the nature, scope, and results of the investigation from:

National Application Processing & Screening, Inc.
P.O. Box 590
Bessemer, AL 35021
(205) 425-6277

I further understand that if any potentially adverse action is taken, based in whole or in part on the information contained in this report, the University will provide a copy of this report to me.

You are are not authorized to check references with my current employer.

Permanent Address

* Date of Birth

City, State, Zip

County

Signature

Date

* Disclosure of Social Security Number and Date of Birth is not required by any statute of law and is voluntary on your part. This information will be used to establish positive identity only. Failure to disclose your Social Security Number or Date of Birth will not, in any way, affect your status as an applicant.

The University of South Alabama is an Equal Opportunity Employer. We do not discriminate on the basis of race, color, age, religion, sex, national origin, disability, disabled veteran, or Vietnam-Era status.

**Return with your application the Epsilon Area Office with your application by
Friday, February 22, 2008.**

Applicant's Name: _____

Circle your response. Give examples where possible.

N/A Not Observed	1 Needs Significant Improvement <i>In this Area</i>	2 Below Average <i>Improvement Needed In this Area</i>	3 Average <i>Demonstrates Some Skills in this Area</i>	4 Above Average <i>Frequently Demonstrates Skills in this Area</i>	5 Excellent <i>Demonstrates Proficient Skills</i>
-------------------------------	---	---	---	---	--

1. Communication (is able to express thoughts and be easily understood by others, demonstrates listening skills, articulate, non-offensive, positive):

N/A	1	2	3	4	5
------------	----------	----------	----------	----------	----------

Example: _____

2. Approachability (friendly, open, sincere, honest, nonjudgmental):

N/A	1	2	3	4	5
------------	----------	----------	----------	----------	----------

Example: _____

3. Receptiveness to others' ideas (acceptance of others including people who may be different from them, willingness to learn about and accept differences):

N/A	1	2	3	4	5
------------	----------	----------	----------	----------	----------

Example: _____

4. Concern for others / skill in working with others (ability to empathize, gains and shows respect):

N/A	1	2	3	4	5
------------	----------	----------	----------	----------	----------

Example: _____

5. Leadership skills (team player, leader as well as a member of a group, motivator, initiator, encourager, positive role model):

N/A	1	2	3	4	5
------------	----------	----------	----------	----------	----------

Example: _____

6. Maturity (takes responsibility seriously, self-confident, composed, responds well under pressure, willing to take unpopular stance):

N/A	1	2	3	4	5
------------	----------	----------	----------	----------	----------

Example: _____

7. Problem-solving ability (ability and/or willingness to compromise, uses facts and clear reasons to arrive at sound conclusions):

N/A	1	2	3	4	5
------------	----------	----------	----------	----------	----------

Example: _____

8. Management of time (ability to balance academic and social life, ability to concentrate and stay on task, manages stress):

N/A	1	2	3	4	5
------------	----------	----------	----------	----------	----------

Example: _____

9. Response to frustration (ability to deal with pressure, conflict, and stress):

N/A	1	2	3	4	5
------------	----------	----------	----------	----------	----------

Example: _____

10. Creativity (ability to think originally, resourcefulness):

N/A	1	2	3	4	5
------------	----------	----------	----------	----------	----------

Example: _____

11. Acceptance of University and Housing policies (abides by rules, contract, Student Code of Conduct):

N/A	1	2	3	4	5
-----	---	---	---	---	---

Example: _____

Applicant's Name: _____

Overall, what do you consider to be the applicant's greatest strengths?

What are your main concerns about the applicant? (i. e. limitations):

Everything considered, what is your recommendation of the applicant?

Recommend without reservation

Recommend

Recommend with reservation

Do not recommend

Insufficient knowledge

Additional Comments:

Signature of Peer Advisor _____ Date _____

PA: Return this form to Justin Jones by Friday, February 22, 2008 by 5:00 p.m.

Applicant Instructions: Complete the top portion of this form including the review waiver section. As soon as possible, give this form to a U.S.A. faculty or administrator (excluding Housing employees).

Applicant's Name: _____

Review Waiver:

Candidates have the right to review recommendations. However, because some recommending individuals may prefer that the candidate not read the recommendations, *the candidate may waive the right to review recommendations.* A request to review recommendations must be honored within 45 days of the request. In most cases, the Department of Housing will be able to honor a request within a few days notice. However, the applicant must schedule an appointment.

Please sign choosing one of the following statements:

I hereby **waive** the right to review recommendations and will notify references that I **will not** read the recommendations.

_____ Signature _____ Date

I hereby **do not waive** the right to review recommendations and will notify references that I **may** request to read the recommendations.

_____ Signature _____ Date

Instructions for Reference:

The applicant indicated above is a candidate for a peer advisor position with the Department of Housing. Peer Advisors are responsible for providing consistent leadership in academic support through role modeling and encouragement, peer counseling, planning outings or activities for freshmen, meeting with students for one meal a week in the cafeteria, and conducting an interview with freshmen students at the beginning and end of each semester. Your honest assessment of the applicant based on your involvement with the individual will be greatly appreciated. A committee, as part of the selection process, will take your written assessment of the applicant into consideration. It is essential that you be honest and complete your responses. Return this reference form to Elizabeth Butt by **Tuesday, March 27, 2007.**

In the space provided, please use the following areas as a guide in your evaluation of the applicant:

- | | |
|----------------------|-----------------------------|
| Initiative | Flexibility |
| Reliability | Ability to work with others |
| Communication Skills | Response to feedback |
| Leadership | Assertiveness |

