



Summer Summit Resource Advisor Job Description

Summer Summit

This is a 6-day/5-night Summer Residential Program for 10-12th grade high school students within the San Diego Region. High school students are partnered up with a current undergraduate who will serve as their residential advisor during the duration of the program and a resource advisor for the following school year. This program provides high school students with the opportunity to experience residential life on a college campus while building up their interpersonal and leadership skills, gain information and resources about 4-year university admission, and an opportunity to develop and strengthen their critical thinking skills.

Summer Summit Resource Advisor Overview

Summer Summit Resource Advisors serve as mentors and resources to high school students within the San Diego Region. Each Resource Advisor is assigned 6-8 high school students, and resides within a residential suite, for the duration of the program. Resource Advisors are responsible facilitating group activities and meetings that foster the development and learning of the high school students in a climate of support and trust. Resource Advisors also assist in the planning and coordination of the Summer Summit Program.

Pay Information:

Classification:

- Student 3/4920 (5/10/16 thru 7/18/16)
- Resident Assistant/4126 (7/11/16 thru 7/16/16)

Pay Rate:

- Student 3: \$10.60 per hour
- Resident Assistant: Free Room (7/08-7/16/16) + Board: 3 meals/day (Dinner on 7/08/16 to Lunch on 7/16/16)

Start Date: May 10, 2016

End Date: July 18, 2016

Job Description:

- Serve as a positive role model in personal language, appearance, and manner;
- Serve on the planning committee of the program and assist with the coordination of (1) major activity;
- Supervise a suite of 6-8 program participants to ensure their active learning, enjoyment, and safety;
- Reside in Eleanor Roosevelt College from July 11 – July 16th;
- Assist the Summer Summit Coordinators with set-up, registration, evaluation, and all general aspects of the program;
- Organize and facilitate group activities and meetings in relation to diversity and social justice issues including but not limited to: race, ethnicity, gender, sexual orientation, religious, and class background;
- Coordinate ice breakers, team builders, and general activities;
- Conduct one-to-one counseling sessions for program participants;



- Assist with recruitment and selection of program participants;
- Organize and assemble program materials;
- Assist the Summer Summit Coordinators in maintaining and enforcing program rules and UCSD policies and procedures.

Qualifications:

- Understand the mission and aspiration of SPACES and those affiliated with it;
- Strong passion and commitment for educational equity;
- Demonstrated understanding of the importance of outreach and retention in relation to equal access to education, diversity, and cultural/socioeconomic struggle and oppression;
- Demonstrated ability to facilitate group activities in relation to diversity and social justice issues including but not limited to: race, ethnicity, gender, sexual orientation, religious, and class background;
- Progressive and innovative leadership approach;
- Ability to manage and uphold accountability;
- Proven experience working cooperatively as part of a team;
- Strong interpersonal skills, ability to communicate effectively in one-to-one and group settings;
- Ability to organize and manage multiple projects;
- Have a high level of awareness and sensitivity to the needs of different communities especially those from underrepresented and underserved backgrounds.

Additional Requirements:

- Available to work from May 10th to July 18th (see work schedule below)
- Live-in Program Duration: 1pm on July 8th to 4pm on July 16th
- Available for the evaluation/program de-brief: July 18th from 11AM -2PM
- Capacity to work an estimated total number of hours: ~150 hours
- Not enrolled in UC San Diego's Summer Session I

How to Apply:

Submit all application materials by 11:59pm on May 22, 2016

- Submit a suite meeting lesson plan to siaps@ucsd.edu
 - Write a detailed agenda for a one-hour suite meeting with 8 high school students based on the topics of identity, privilege, and -ism's.
 - In your agenda, please include details such as time distribution, facilitator notes, guiding questions, and materials needed
 - Minimum Length: 1-1.5 pages.
- Qualified applicants will be invited to participate in a individual/group interview which will take place on May 24th from 5:00-7:00pm.

For more information, contact: Essence Miller, Summer Summit Co-Coordinator: e9miller@ucsd.edu

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