



## Pre-health Scholar Cohort Mentor *Office of Pre-Health Advising*

*Fall 2022*

### **Duties/Responsibilities:**

#### **Overview**

Occidental's Pre-Health Scholar (OPS) is an academic cohort program designed for incoming first-year pre-health students (or students taking chemistry and calculus in their first semester) from historically minority backgrounds. 8-10 students will be selected to participate in a 10-week pre-health program that features High Impact Program (HIP) resources, financial aid resources, academic tutoring, disability resources, etc. Through informal biweekly lunch discussions, participants will share their challenges and achievements in college and learn about best practices for navigating the pre-health trajectory at Oxy.

The OPS Mentor will be leading the biweekly discussion, developing team-building activities, serving as a liaison between the cohort and the office of pre-health advising, reminding cohort members of AMP tutor sessions, and answering questions about course selection, major selection, study abroad, research, financial aid, etc.

#### **Peer Mentorship**

- In frequent consultation with and in collaboration with the Office of Pre-Health Advising, provide STEM & college experience advising for OPS cohort members
- Develop ice-breaking or team-building activities during biweekly lunch meetings
- Assist with picking up lunch orders from Tiger Cooler and set up when needed
- Schedule group study/ice-cream social during midterm or final's week
- Identify and reach out to guest speakers (faculty/staff) who will contribute relevant content for OPS development
- Remind and refer students to AMP tutor session and other academic support services
- Collaborate with the other OPS mentor to troubleshoot challenges
- Follow up with cohort members for late attendance/no-shows

#### **Marketing**

- Create student perspective content (e.g. image, GIF, or video) for Instagram on OPS activities
- Recruit potential OPS scholars in September

#### **PREFERED QUALIFICATIONS:**

- Must be on the pre-med or health profession track, junior or senior students
- Work study preferred
- Must be available Thursdays 11:30am-1:30pm
- Strong communication and leadership skills

**Start date:** 09/18/2022

**End date:** 04/28/2023

**Work Schedule:** Biweekly, Thursdays 11:30am-1:30pm

**Hours Per Week:** 2 hours

**Starting pay rate:** \$16.04/hour

To apply, please submit student employment [application](#) to Kat Wang [katwang@oxy.edu](mailto:katwang@oxy.edu)

