



ALUMNI LEADER

College Summit:

Founded in 1993, College Summit is a nationally-recognized nonprofit increasing community-wide college enrollment rates of low-income students. College Summit's innovative and scalable model helps build a college-going culture in schools from within—by tapping influential students, and providing high schools and colleges with the tools to ensure that every student who can make it in college makes it to college. To date, College Summit has served more than 15,000 low-income students, with current regional offices in California, Colorado, Missouri, New York, South Carolina, Washington, DC and West Virginia. College Summit also serves students in a growing number of other potential sites around the country. For five years in a row, College Summit has been recognized by Fast Company Magazine as “one of the top groups changing the world.”

Every summer on the campuses of our College Partners across the country, College Summit trains 40-50 high-potential rising seniors, called Peer Leaders, at four-day summer workshops to navigate the college admissions process and build a college-going culture in their high schools. These Peer Leaders will learn effective ways to finance their college education, hone skills and techniques to positively influence their peers, and discuss methods to overcome the challenges they will face as they work to enroll in college. Most students arrive on campus assuming that college is out of their reach. Four days later, they leave confident that college is a real option for them.

Role:

Alumni Leader role is a great opportunity for College Summit alumni to give back to other students a gift that was shared with them, while at the same time furthering both their personal and professional development. Alumni are the foundation and most influential role at the workshop as they serve as role models of how powerful the workshop experience can be if Peer Leaders take advantage of the opportunity that is presented over the course of the workshop. Having been through a College Summit workshop as a Peer Leader, they are uniquely situated to offer advice, guidance, encouragement and reassurance to students throughout their workshop experience. Alumni Leader roles focuses on two themes:

Outward Service: To ensure workshop success by supporting Peer Leaders in their pursuit of the 5 goals of the workshop and supporting other members of the workshop staff. This involves supporting registration, leading and supporting Rap Sessions, providing supervision of peer leaders and playing an active role in Writing Sessions.

Inward Journey: Explore and reflect on their personal and professional development areas by participating in Alumni Leadership Development Sessions. These sessions will be provided by different members of the staff to provide a well rounded personal and professional development opportunity that we hope will support our alumni to achieve their goals.

Alumni Leaders attend daily staff meetings and are actively involved often providing feedback and serving as a barometer for the Peer Leader experience. The voice and participation of our Alumni is critical to the workshop experience and have an inspiring and enduring impact on the both the Peer Leaders and workshop staff they work with.

Ideal Qualities:

- College student
- Desire to build leadership skills
- High energy level and flexibility
- Ability to work with youth and educational professionals
- Passionate about supporting low-income and minority students

Responsibilities include:

- Supporting Peer Leaders in their pursuit of achieving the 5 Goals for the weekend.
 - **Completing College Application**
 - **Meeting with College Counselor**
 - **Learning about Financial Aide**
 - **Completing a Personal Statement**
 - **Training on what it means and how to be a Peer Leader**
- Logistical and operational support with Peer Leader Registration, Supervision, during free time etc.
- Participation and support of Rap Sessions
- Serving as role models for Peer Leaders
- Participation in Alumni Leadership sessions.

Time Commitment and Workshop Schedule:

The workshop lasts four days, typically Thursday – Sunday. You will arrive on Wednesday for on-site training and orientation. You will meet with the core staff as well as the Rap Directors. Alumni Leaders work with students, assist in Writing Teams, and help with some administrative tasks. Your day typically begins at 8:00am and your last meeting typically ends at 11:00pm each of these days.

Workshops are held on college campuses in the DC Metro area, California, Colorado, Missouri, New York, South Carolina, West Virginia, and various other pilot sites. Workshops typically take place each week between early June and mid-August.

Travel:

Travel will be provided to and from the workshop. In cases where workshops occur consecutively, staff will be provided with travel to the site one time and housing during the off days of Monday and Tuesday will be provided. If you choose to leave the campus and return, it will be at your own expense.

Stipend Amounts:

\$300.00 per workshop

How to Apply:

Step 1: (Starts 1.31.08-until final deadline)

○ Submit your resume and answers to the following three questions

1. Why do you want to be an Alumni Leader?
2. Think of a time when you failed at something, what did you learn from that experience? How will you use what you learned to be an effective Alumni Leader?
3. Based on your experience in college, what advice would you share with Peer Leaders at your workshop?

Your resume and responses to the questions above should be emailed to: alumni@collegesummit.org. Please be sure to write "**Alumni Leader**" in the subject line. (Emails without this subject line may be deleted). Attachments should be in Microsoft Word, or PDF format.

We will send you a confirmation email within **5 business days** to let you know that we have received your materials. If you do not get this email, please contact us alumni@collegesummit.org to inquire about your application status.

Step 2: Creating a Profile:

(Start Date: **January 23, 2009**)

- Creating a profile will involve you completing an application that provides us with contact information, authorization to conduct background checks, data to process your stipend payment, provides gender and ethnicity data to ensure that we are staffing workshops with a diverse pool of candidates, and finally it allows you to select the dates that you are available to work.
- ONLY AFTER you have completed step 1, you will receive an email with the volunteer registration link.

Step 3: Complete an Alumni Leader Orientation

(Start Date: **January 28, 2009**)

- Once you have completed your profile you will be contacted about attending an Alumni Orientation call that will last approximately 60 min.

Step 4: Placement

(Start Date: **March 1, 2009**)

- We will review all of the candidates and their availability and contact you regarding placement.

Priority Staffing Deadline: 1.31.09

Early Deadline: 3.1.09

Final Deadline 5.1.09