I understand and agree to:

- Work as part of the IHRC LLP team and Residence Hall staff team to support the living-learning community. I will embrace a positive, supportive, and team-oriented attitude. When problems and challenges arise, I will offer solutions and encouragement.

- Maintain a high level of professionalism. This includes but is not limited to being on time and prepared for all LLP and/or IHRC related commitments; dressing appropriately; meeting deadlines; using appropriate language and humor; checking and responding to email in a timely fashion, acting in an inclusive manner, serving as a positive role model; and abiding by all UK regulations, policies, and procedures, including those of the UK Code of Student Conduct and the Office of Residence Life.

- Attend all training sessions for PMs throughout the fall and spring semesters.

- Participate in LLP opening events, closing events, welcome back events and other key signature LLP events and trainings throughout the year.

- Maintain confidentiality when in communication with students and share information only with the appropriate individuals within the department.

- Maintain a minimum 3.0 cumulative G.P.A.

- Understand the PM position is not automatically renewed. Reapplication is necessary for each subsequent year of employment.

- Understand that as situations arise, this agreement may be revised. Revisions will be discussed before they are made.

- The assumption is that this position will come second to your academics, but that this commitment will come before any other extracurricular commitments. It is estimated that this role shall entail an average of 3 hours per week. Students should not enroll in more than a total of 19 credit hours per semester (including the 1 credit hour PM course).

- Meet all expectations set by the IHRC Director, Hall Director and Office of Residence Life, which may include—but is not limited to—the following:
  
  o Enroll in a connected IHRC leadership course designed for all IHRC peer mentors in both the fall and spring semester.
  o Assist IHRC Partners and Residence Life staff with planning and executing IHRC signature (“iRock”) events for the IHRC students (approximately six to eight per year).
  o Track program attendance of IHRC students and provide reports to the IHRC director.
  o Maintain a communication strategy (e.g., calendar of events, social media, door deliveries, etc.) for IHRC students.
  o Be a visible and vocal resource for the IHRC students (i.e., make an effort to connect with community members in formal and informal situations.) Specific strategies (e.g., iCompetes) will be discussed and agreed upon by the PM team.
  o Complete other duties as assigned (e.g., host info sessions, tours, and other recruitment efforts for the IHRC.)
Benefits & Compensation

There are many benefits associated with the PM position, ranging from personal, professional, and leadership development to course credit. During the 2018-19 academic year, IHRC PMs received $1,000.00. Pending budgetary approval, it is the IHRC’s goal to maintain the stipend amount at $1,000.00 and increase the amount to $1,300.00 for PMs who go above and beyond by serving as peer instructors in IHRC connected coursework. Payment is distributed in two installments, approximately around the midterm of each semester.

Accountability

Performance evaluations will take place on a regular basis throughout the semester in conjunction with the connected course. PMs must fulfill all expectations in order to maintain their position. Failure to meet any of these expectations may result in corrective action including, but not limited to, the following: verbal and written warnings, probation, non-receipt of compensation and/or class credit, termination from the position, removal from the LLP community, and/or removal from the residence hall.

I realize that I must meet the requirements expected of me in order to serve as an effective PM and retain my position. Furthermore, I realize that the IHRC LLP can implement additional regulations and/or procedures throughout the year that I must follow as a PM. I understand that the IHRC may have specific needs and responsibilities that are not covered in the expectations and terms as contained in this agreement and, by my signature below, I indicate that I accept the responsibilities and terms outlined within this document.

____________________________________             __________________________________________
IHRC Peer Mentor Signature                      Date

____________________________________             _______________________________________
Resident Director Signature                      Date

____________________________________             __________________________________________
IHRC Director Signature                          Date