SUMMER JOB DESCRIPTIONS
(Job opportunities are during the Summer I term only)

PROGRAM DESCRIPTION:
The Upward Bound “Pre-Collegiate Program” is a federally funded program under Title IV Higher Education Act of 1965. Upward Bound assists high school students with academic preparation through instruction in a college environment after school, on Saturdays and during the summer. The overall goal is to assist under-represented students to access higher education.

RESIDENTIAL ASSISTANT:
The Residential Assistant (RA) is one individual that oversees the day-to-day operation of the dormitory. The RA reports directly to the full-time Upward Bound Guidance Counselors during the Summer I term. The RA must be available in the evening and morning, during camp operation hours, to address the needs of the campers and Peer Counselor staff. Must stay on campus Sunday-Thursday, room and board will be covered.

The Residential Assistant duties could include, but not limited to the following:
- Role Model/Mentor
- Supervising the Peer Counselor staff
- Report all camp needs to the Residential Living & Learning RA
- Reside in the Residential Hall with the participants
- Monitoring/Chaperoning at least 75 campers during the camp month
- Assist in driving to various activities (only if applicant is 21 and older)
- Organize weekly check-in and check-out activities
- Facilitate the monitoring of campers academic progress
- Responsible for all camp inventory supplies
- Monitor breakfast/lunch/dinner activities
- Organize/Plan/and Implement all residential evening activities
- Develop the residential character education program

PEER COUNSELOR:
The Peer Counselors (PC) consists of up to seven individuals sharing the responsibility of supervising up to 75 campers. The Peer Counselors report directly to the RA during the Summer I term. Peer Counselors must be available in the evening and morning during the camp operation hours. Must stay on campus Sunday-Thursday, room and board will be covered.

The Peer Counselors duties could include, but not limited to the following:
- Role Model/Mentor
- Supervise a minimum of 15 campers during Summer I
- Reside in the Residential Halls with the participants
- Prepare for weekly check-in and check-out activities
- Facilitate study hall activities/monitor academic progress
- Monitor breakfast/lunch/dinner activities
- Engage camp participants during evening activities (monitor social skills)
- Facilitate character education program activities