



THE UNIVERSITY OF WYOMING
JOB DESCRIPTION

The University of Wyoming invites diverse applicants to consider our employment opportunities. We are also especially interested in candidates who have experience working with diverse populations and/or diverse initiatives.

The following statements are intended to describe the general nature and level of work being performed. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified.

Title: Black 14 Social Justice Summer Institute Lead Peer Mentor

Reports To: Project Coordinator, Senior for Diversity, Equity and Inclusion

Apply Online: https://uwyo.sjc1.qualtrics.com/jfe/form/SV_5hjotoOMQ1MjzLg

Apply Before: February 2, 2024

Compensation:

- **Stipend:** \$4,000 total (split to be delivered in two payments: \$2,000 in the spring and \$2,000 in the summer)
- **Food:** UW Meal Plan provided
- **Housing:** room in the residence halls is provided for July 10 – 26, 2024

JOB PURPOSE & OVERVIEW:

In 1969, the Black 14, a group of Black University of Wyoming (UW) football players, protested racial injustice by seeking permission to wear black armbands during a game against Brigham Young University. This action led to their suspension, with official apologies issued by the university in 2019. Inspired by their legacy, the Office of Diversity, Equity, and Inclusion (ODEI), along with the Social Justice Research Center, established the Black 14 Social Justice Summer Institute (B14SJSI).

The B14SJSI focuses on developing leadership, social justice, and diversity skills, fostering confidence, personal ethics, and advocacy. Through activities promoting community strategies, curiosity, and understanding historical context, the program creates a safe space for self-reflection and examination of personal biases.

The B14SJSI is a 10-day, overnight program that provides rising junior and senior high school students with the opportunity to participate in research and service-learning projects. The overall goal is to provide social justice leadership skills and providing practical experience for students to participate in social justice efforts in their own communities. The B14SJSI Institute



provides increased support and engagement for students through an introduction to the UW and the overall college experience. Students will have a variety of rich curricular and co-curricular experiences during the program.

The B14SJSI Lead Peer Mentor (PM) will work with and support B14SJSI students on-campus for the duration of the institute as well as the other PMs. PMs are expected to be present and living on-campus (room and board costs are covered by the ODEI) for the full duration of the Institute (July 10 - July 26, 2024). This includes training and wrap-up days. In addition to this, there is a 1-2 hour per week time commitment during the spring 2024 semester.

TIMELINE:

- **Applications open:** December 1, 2023
- **Applications close:** February 2, 2024
- **Interviews take place via Zoom:** February 19 – March 1, 2024
- **Candidates notified of their status:** No later than March 15, 2024
- **Deadline to accept position and begin HR hiring process:** March 29, 2024
- **Start date:** ~April 12, 2024
- **Responsibilities for this position conclude:** No later than July 27, 2024

ESSENTIAL DUTIES AND RESPONSIBILITIES:

The B14SJSI PMs offer leadership and support during the weeklong B14SJSI to create a positive and engaging experience for participants. PMs will lead small group discussions, facilitate activities, and serve as campus resources. These positions will also stay in the residence halls with participants to be available to institute participants on a 24-hour basis. PMs may respond to critical incidents and will follow protocols to respond to student needs. The Lead PM will work the closest with the B14SJSI Coordinators and help lead, manage, and supervise the PM team. Lead PMs will be integral in maintaining and facilitating a united and effective working dynamic amongst the PMs and within the B14SJSI.

- **Facilitate Small Group Discussions:** Lead engaging and thought-provoking discussions on various social justice topics, encouraging critical thinking and open dialogue among participants.
- **Mentorship and Support:** Provide one-on-one and group mentorship to high school students, offering guidance, encouragement, and a listening ear as they navigate social justice issues. Provide similar support to the other PMs, as well.
- **Assist in Workshop Facilitation:** Collaborate with program coordinators to assist in planning and delivering workshops, presentations, and activities related to social justice, diversity, equity, and inclusion.



- **Create a Positive and Inclusive Environment:** Foster a sense of community and belonging by actively promoting an inclusive and respectful atmosphere within the program.
- **Model Social Justice Values:** Demonstrate a commitment to social justice principles and values in your interactions, encouraging students to reflect on their own beliefs and perspectives.
- **Coordinate and Participate in Activities:** Plan and coordinate extracurricular activities, social events, and service-learning projects that complement the Institute's goals and encourage teamwork.
- **Provide Feedback:** Offer constructive feedback to participants on their projects and contributions, helping them develop their understanding of social justice concepts and skills.
- **Support Program Evaluation:** Assist in evaluating the effectiveness of the program by providing feedback on activities, curriculum, and overall participant engagement. The Lead PM will work closely with B14SJSI Coordinators to collect and consolidate this data.

SUPPLEMENTAL FUNCTIONS:

- Perform miscellaneous job-related duties as assigned.

COMPETENCIES:

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|-----------------------|------------------------------------|
| • Ability to Learn | • Teamwork & Team Building |
| • Adaptability | • Sensitivity |
| • Attention to Detail | • Quality Orientation |
| • Consistency | • Work Prioritization & Management |
| • Initiative | • Analysis/Problem Identification |
| • Integrity | • Independence |
| • Service Orientation | • Motivational Fit |
| • Stress Tolerance | |

MINIMUM QUALIFICATIONS:

Education: High school diploma; some college

Experience: 1-year work-related experience

Availability:

Applicants must be able to commit to the following:

- **Onboarding meeting:** tentatively 1-5pm, Tuesday, April 16, 2024 (via Zoom only)



- **Review student applications and collect forms:** April 15 – June 14, 2024 (~8 weeks of ~1-2 hours/week, taking place on Tuesday afternoons and/or asynchronous)
- **Pre-Institute, online modules:** June 17 – July 11, 2024 (~4 weeks, asynchronous)
- **B14SJSI and in-person training/prep. work:** July 10 – 26, 2024 (in-person, on-campus, 24-hour basis)

DESIRED QUALIFICATIONS:

- Lived experience or experience working with people of color or diverse groups
- Experience working with high school students or mentoring young people
- Has the ability to take initiative and displays transformative leadership qualities
- Experience with conducting research and/or displays a critical curiosity
- Community-minded and prioritizes community care
- Knowledge of the UW Campus and/or Laramie community
- Leadership, supervisory and/or managerial experience

WORKING CONDITIONS:

PMs will be asked to transport students using large University SUVs and will spend much of their time walking around Laramie. PMs may be asked to transport supplies and materials as well and should be able to move items up to 50lbs. Physical-health issues and mental-health issues of B14SJSI participants may come up and will need to be addressed appropriately. The Lead PM will have to make sound decisions and communicate appropriately and effectively with the B14SJSI Coordinators and external partners. The Lead PM will need to help manage interpersonal dynamics and team building within the PM team.

HIRING STATEMENT:

UW is an Affirmative Action/Equal Opportunity Educator and Employer. We are committed to a multicultural environment and strongly encourage applications from women, minorities, veterans and persons with disabilities.

In compliance with the ADA Amendments Act (ADAAA), if you have a disability and would like to request an accommodation to apply for a position, please call 307-766-2377 or email jobapps@uwyo.edu.