

# DEVELOPING A COMPREHENSIVE PEER MENTOR PROGRAM

June 13-15, 2011  
Portland, OR



ACADEMIC · IMPRESSIONS

# DEVELOPING A COMPREHENSIVE PEER MENTOR PROGRAM

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## OVERVIEW

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In an effort to reduce costs and create leadership opportunities for students, campuses are increasingly turning to peer mentor programs as an ideal solution. Join us for a comprehensive conference that will highlight best practices across a variety of peer mentor programs, the steps to take when developing your peer mentor program, and assessment tools to determine the effectiveness of your program.

## WHO SHOULD ATTEND

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Higher education professionals who are hoping to implement a peer mentor program at their institution will benefit from this content. This conference is particularly well-suited for institutions who are in the exploratory or developmental stages of creating a peer mentor program, as attendees will leave the event with an implementation action plan. Teams are also encouraged to attend.

## LEARNING OUTCOME

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Formulate a plan to implement a peer mentor program at your institution.

## AGENDA

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MONDAY, JUNE 13, 2011

*Day 1 will focus on the foundational components of creating a peer mentor program: understanding the components of the program and resourcing it appropriately.*

- 1:00–1:15 p.m.      **Opening Comments and Introductions**
- 1:15–2:15 p.m.      **Opening Session: Defining Peer Mentoring**  
*In this opening session, the faculty will lead an interactive discussion regarding peer mentorship programs. Defining the key components of a peer mentor program will lay the foundation for the discussion. In addition to discussing different types of peer mentor programs, the faculty also will provide an overview of each of their programs and invite attendees to share information on their programs or program ideas.*
- 2:15–2:30 p.m.      **Break**
- 2:30–3:30 p.m.      **Defining and Resourcing Your Program**  
*Establishing a clear direction and soliciting the proper resources for any new initiative on campus is the foundation for success. During this session, the faculty will discuss the importance of defining the scope of your peer mentor program, as well as resourcing considerations such as funding opportunities and special considerations for both large and small schools; administrative considerations including professional staff time, office space, and risks; and opportunities for collaboration across campus.*
- 3:30–4:00 p.m.      **Breakout Session: Defining Your Program**  
*For this breakout session, attendees will be divided into small groups and paired with a faculty advisor to work through the specific program design features to consider when developing a peer mentor program.*

**Gain expert tips  
and ideas for  
a peer mentor  
program and  
create a first  
draft of a plan  
for your own  
institution.**

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MONDAY, JUNE 13, 2011 (CONTINUED)

- 4:00–5:00 p.m.      **Working Session: Resourcing Your Program**  
*This first working session provides time for attendees to reflect and work through the resources they will need to begin a peer mentor program at their institution. Attendees will leave this session with a comprehensive list of the resources they will need when implementing a peer mentor program on their campus.*
- 5:00–6:00 p.m.      **Networking Reception**

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TUESDAY, JUNE 14, 2011

*Building on the foundational components covered in Day 1, Day 2 will take on a nuts-and-bolts approach to implementing a peer mentor program. Each session incorporates an interactive working component, enabling attendees to immediately apply the content to the programs at their institutions. The afternoon will consist of an interactive peer mentor training activity and a discussion focusing on the elements of a successful training program.*

- 8:30–9:00 a.m.      **Breakfast**
- 9:00–10:30 a.m.      **Creating and Critiquing Learning Outcomes**  
*This session will consist of an overview of the popular learning outcomes model used by UCF with a working component allowing institutions to map their own learning outcomes. For those institutions who came with their learning outcomes prepared, the working session will be used to critique current outcomes by the faculty.*
- 10:30–10:45 a.m.      **Morning Break**
- 10:45–11:45 a.m.      **Recruiting, Selecting, and Incentivizing Peer Mentors**  
*This session will consist of a tactical overview of the entire recruitment and selection process highlighting the following topics in each of the key areas:*
- *Recruiting: understanding application models, best practices for soliciting faculty/staff recommendations*
  - *Selecting: innovative interview formats and setting criteria for peer mentors*
  - *Incentivizing: securing funding for peer mentor stipends, providing course credits for participation, incentives for the budget-conscious program*
- 11:45 a.m.–12:30 p.m.      **Utilizing Returning Peer Mentors**  
*Returning student leaders can be an invaluable asset to any student leadership program. This session will discuss opportunities to leverage those assets, from creating senior leadership positions within your program to using experienced peer mentors to training returning peer mentors and developing appropriate second-tier learning outcomes for these students.*
- 12:30–1:30 p.m.      **Lunch**
- 1:30–2:00 p.m.      **Training Peer Mentors: An Interactive Training Exercise**  
*The afternoon of Day 2 will begin with a hands-on activity will allow participants to understand how to run effective training sessions and experience a training session from a student perspective.*
- 2:00–3:00 p.m.      **Training Peer Mentors: Components of a Successful Training Program**  
*Following the interactive training experience, the afternoon will continue with a discussion outlining the components of effective peer mentor training programs and distribution of relevant materials to attendees.*
- 3:00–3:15 p.m.      **Afternoon Break**
- 3:15–4:00 p.m.      **Working Session: Training Peer Mentors**  
*Finally, attendees will have the opportunity on Day 3 to outline a training program for their peer mentor programs. The faculty will be available to assist attendees in drafting agendas, developing training objectives, and identifying key collaborative partners.*

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WEDNESDAY, JUNE 15, 2011

To conclude the conference, Day 3 will focus on assessing peer mentoring programs, back-up planning, and next steps.

8:30–9:00 a.m.      **Breakfast**

9:00–10:30 a.m.      **Assessing and Evaluating your Peer Mentor Program**

*During this assessment session, participants will develop quantitative measurement tools to use assess the learning outcomes developed on Day 2.*

10:30–10:45 a.m.      **Morning Break**

10:45–11:45 a.m.      **Back-Up Planning: When Reality Sets In**

*During this final session, the faculty will review tips on generating student interest and staff support and creating a “Plan B” to prepare for the unknown. They will also discuss the importance of a pilot phase for your program and how to manage a pilot phase effectively.*

11:45 a.m.–12:15 p.m.      **Action Plan Revision and Closing Comments**

*This last session is a final opportunity for participants to review their peer mentor program action plans and solicit feedback from the faculty.*

12:15–1:30 p.m.      **Lunch for Post-Conference Attendees**

1:30–4:00 p.m.      **Optional Post-Conference Workshop: Marketing Your Peer Mentor Program**

*Marketing is a vital component of launching a new peer mentor initiative, especially for programs with voluntary or optional mentee participation. Join us for this post-conference workshop where Margie Bader will discuss the marketing strategies she has implemented at Seneca College, best practices for communicating with students, and how to leverage your student resources. Attendees will leave the session with a toolkit of ideas and a marketing outline to guide their marketing initiatives upon returning to campus.*

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## INSTRUCTORS



### **Margie Bader, Program Coordinator, SMILE Mentoring Program and Professor, Seneca College**

Margie completed her master's in social service at Bryn Mawr School of Social Work and Social Research in Pennsylvania. She is also a South African qualified Counselling Psychologist. Margie's career spans more than 20 years in the fields of education and counseling at the university and college level, both in Johannesburg and Toronto. A highlight of her career was being part of the end of apartheid and helping black students integrate into university life. Margie was appointed coordinator of the SMILE (Student Mentoring in Life and Education) program in 2006 after being with the program for a year. The SMILE program is now a major contributor to student retention in the college and is considered one of the leading post-secondary mentoring programs in Canada. Prior to this position, Margie taught psychology and applied professional communication at Seneca (she continues to teach psychology). She also conducts workshops in emotional intelligence for student leaders.



### **Wayne Jackson, Director, Multicultural Academic and Support Services, University of Central Florida**

Wayne is the director of the MASS office at UCF, which provides academic programming and support services for more than 21,000 multicultural and first-generation students on the UCF campus. He is a two-time national retention award recipient, receiving the 2010 National Association of Academic Advising (NACADA) Outstanding Institutional Advising Program Certificate of Merit for his leadership in directing the Seizing Opportunities for Achievement and Retention (SOAR) program. Wayne also received the 2003 Noel-Levitz Retention Excellence Award for his work in directing the Minority Mentoring Program at The College of New Jersey. Wayne has consulted for several institutions in developing their mentoring programs and helping increase their student retention rates. He also speaks nationally on how to increase the retention of at-risk students.



### **Erik Range, Coordinator, Multicultural Academic and Support Services Program, University of Central Florida**

Prior to joining the team at the University of Central Florida, Erik was the assistant director of the Upward Bound program at the University of Miami. After several years he returned to his alma mater, UCF, where he assisted in the development of an Upward Bound program. He currently serves as the coordinator of UCF's Brother to Brother and Seizing Opportunities for Achievement and Retention programs. Both programs assist students from multicultural, first-generation, and low-income backgrounds in navigating through the collegiate experience. Range has presented at several national conferences on topics surrounding retention of at-risk populations, the first-year experience for minority males, and the benefits of summer bridge programs in retaining students of color.



### **Sarah E. Whitley, Director, Office of First Year Experience, Longwood University**

Sarah has served as the director of the Office of First Year Experience at Longwood University since May 2007. As the first director of this new university initiative, Sarah has developed and implemented a new peer mentor program that creates a holistic and seamless transition for new and transfer students through optional and mandatory components. She has extensive experience working with orientation and registration programs, welcome week events, common reading initiatives, learning communities, freshman seminars, family programs, student success and retention initiatives, and enrollment management. She recently developed a Blackboard-based summer correspondence and extended orientation program for peer mentors and new students. Additionally, Sarah instructs Longwood Seminar, serves as an academic advisor, and is a member of the university crisis-response CARE Team. She has presented regionally and nationally on peer mentoring and first-year student experience programs, student success initiatives, and building cross-divisional relationships on campus.

## HOTEL RESERVATIONS

The conference will be held at:  
Hilton Vancouver Washington (Portland, OR area)  
301 West 6th Street,  
Vancouver, WA 98660

To reserve your room, call 1-800-HILTONS. Please indicate that you are with the Academic Impressions group to receive the room rate of \$142 for single or double occupancy, plus applicable tax.

A room block has been reserved for the nights of June 12-14, 2011. Reservations must be made by May 23, 2011. There are a limited number of rooms available at the conference rate. Please make your reservations early.

The Hilton Vancouver Washington is located in the heart of downtown Vancouver, Washington, across the street from Esther Short Park and walking distance to boutique shops, restaurants, and art galleries. An easy stroll will take guests down to the 3K promenade along the majestic Columbia River with scenic parks and river-view restaurants. The hotel location is 12 miles from Portland International Airport. Guests can drive 10 minutes into downtown Portland, Oregon to visit popular attractions including the Portland Art Museum and Oregon Zoo. Nearby historical attractions in Vancouver include Fort Vancouver, Officers Row, and the Pearson Air Museum. Enjoy a scenic drive east into the Columbia Gorge to view Multnomah Falls, north to Mount St. Helens, south into the Willamette Valley wine country, or west to the rugged Pacific coastline.



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Attend as a team – remember, if you register as a group, every fourth registrant is free.  
Questions about the event? Call us at 720.488.6800 to help determine if this event is right for you.

**Register online at [www.academicimpressions.com](http://www.academicimpressions.com)**

## REGISTRATION FEES

Your registration fee includes: full access to all conference sessions and materials, access to the networking reception on Monday, breakfast and lunch on Tuesday, and breakfast on Wednesday, as well as refreshments and snacks throughout the conference.

Postmarked on or before May 27, 2011

- Developing a Comprehensive Peer Mentor Program \_\_\_\_\_ \$1095 USD  
 Developing a Comprehensive Peer Mentor Program and post-conference workshop \_\_\_\_\_ \$1395 USD  
(For registrations postmarked after May 27, 2011, an additional \$100 fee per registrant applies)

Check here if you have any dietary or accessibility needs. Please list any needs in the space below and we will do our best to accommodate you.

How did you hear about this event? (email from AI, colleague forwarded email, *The Chronicle*, etc.) \_\_\_\_\_

## CONFERENCE REGISTRATION INFORMATION (PLEASE PRINT CLEARLY)

Name \_\_\_\_\_ Name Preferred for Badge \_\_\_\_\_  
Job Title \_\_\_\_\_ Institution/Organization \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State/Province \_\_\_\_\_ Zip/Postal Code \_\_\_\_\_ Country \_\_\_\_\_  
Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

For registration confirmations and pre-conference communication. (FOR ADDITIONAL REGISTRANTS, PLEASE COMPLETE ADDITIONAL FORMS.)

Additional Contact Name \_\_\_\_\_ Additional Contact Phone \_\_\_\_\_  
Additional Contact Title \_\_\_\_\_ Additional Contact Email \_\_\_\_\_  
Emergency Contact Name \_\_\_\_\_ Emergency Contact Phone (day) \_\_\_\_\_  
(In case of emergency, we will contact this person on your behalf) (evening) \_\_\_\_\_

## FREE HIGHER ED NEWS AND ANALYSIS

Academic Impressions is happy to offer *Higher Ed Impact*, a free industry scan of news, trends, and fresh research on higher education, delivered in an easy-to-scan email.

- Sign me up for HEI: Daily Pulse** – impactful news, trends, and practices, sent daily  
 **Sign me up for HEI: Weekly Scan** – the week's most critical news, with analysis of top stories and trends, sent on Fridays  
 **Sign me up for HEI: Monthly Diagnostic** – practical takeaways addressing a strategic challenge facing institutions of higher ed, sent 9-12 times/year

## PAYMENT METHOD

We accept Visa, MC, and AmEx credit cards. To pay by check, include the check with this form or select the "invoice me" option. Fax form to 303.741.0849 or mail form along with payment to: Academic Impressions, 4643 S. Ulster St. Ste. 350, Denver, CO 80237.

### CREDIT CARD

Please charge my credit card: (Visa, MC, AmEx)

Name on Card \_\_\_\_\_  
Account Number \_\_\_\_\_  
Exp. Date \_\_\_\_\_  
Billing Zip Code/Postal Code \_\_\_\_\_  
Security Code (last 3 digits on the back of Visa and MC or  
4 digits on front of AmEx) \_\_\_\_\_

### CHECK/INVOICE

- My check is included and covers \_\_\_\_\_ registration(s)  
Check # \_\_\_\_\_  
 Please invoice me  
Purchase Order # \_\_\_\_\_  
(PO# not required to receive invoice)

## REFUND/CANCELLATION POLICY

Refunds will be issued only if cancellations are received in writing by March 18, 2011. A \$100 processing fee will be assessed. After March 18, 2011 a credit (less \$100 processing fee) will be issued. The credit will be valid for 12 months and can be used toward any future conferences, Web conferences, audio proceedings, or Web conference archives. In case this event is cancelled, Academic Impressions' liability is limited to a refund of this registration fee only.