

Transition Opportunities at University of Rochester (TOUR) – Academic Coach

Job Description

This student employment position is offered through the Rochester Center for Community Leadership (RCCL), which is part of the office of the Dean of Students in the undergraduate College at the University of Rochester. The mission of the RCCL is to foster collaborative leadership among students, faculty, staff and community partners to discover transformative solutions and create equitable social change in the Rochester community and beyond. TOUR Academic Coaches will report to the Program Manager in at RCCL.

Transition Opportunities at UR (TOUR) is an inclusive college initiative at University of Rochester for students with intellectual and developmental disabilities age 18-21. While in TOUR, students have the opportunity to participate in:

- College courses at University of Rochester (non-credit status)
- Vocational training and internships (paid or unpaid)
- Transition and independent living education
- Social activities on and off campus

While TOUR students participate in college courses at UR, they are supported by trained and supervised undergraduate academic coaches. Through academic mentorship, social support, and executive functioning skill development, academic coaches facilitate successful academic inclusion for TOUR students.

Essential Duties, Tasks and Responsibilities

- Attend class regularly alongside their assigned TOUR mentee (coaches typically register as auditors in the class their mentee is taking)
- Meet their TOUR mentee for one-hour individual academic coaching sessions and be available to mentee throughout the week as needed for academic support
- Meet monthly with TOUR Lead Coaches to discuss updates on mentee and coaching
- All new TOUR academic coaches are required to participate in **CAS 125: *Creating an inclusive campus community: disability, mentorship, and inclusive higher education (Fridays, 2:00-3:15PM)*** - fall only
- Attend coach development sessions: monthly in fall 2019, bi-weekly check-ins in spring 2020
- Participate with the social committee and/or organize your own social event with your mentee at least 1x/month

Total weekly time commitment: ~4-6 hours (not including **mandatory** participation in CAS 125: *Creating an inclusive campus community: disability, mentorship, and inclusive higher education*)

Compensation: \$11.10/hour (OVER)

Required Qualifications:

- Commitment to social, academic, and general inclusion of students with disabilities
- Desire to support fellow students in an individual mentoring capacity
- Ability to take initiative
- Strong communication skills: both written and verbal
- Strong organizational, academic, and executive functioning skills
- Creativity and flexibility
- Conduct oneself in a professional manner
- Excellent interpersonal skills

If you have any questions about the TOUR Academic Coach position, please email Mary Beth Spinelli (marybeth.spinelli@rochester.edu) in the Rochester Center for Community Leadership.