

Raider Guide - Position Description

Employed by the Office of New Student & Leadership Programs, and receiving guidance from the Raider Guide Coordinators, Raider Guides serve as essential peer mentors and role models for incoming students. Raider Guides are dedicated to ensuring a successful and welcoming transition for all new students at the University of Mount Union.

Raider Guides are enthusiastic representatives of the university whose primary mission is to build positive, lasting relationships and foster a deep sense of belonging within the Mount Union community. Through their work during Fall Orientation and the academic year, they connect new students with campus culture, vital resources, faculty, staff, and peers, encouraging the personal, intellectual, and social growth necessary for a successful college experience.

Key Responsibilities:

Orientation & Transition

- Facilitate Group Connection: Lead a group of incoming students through orientation, fostering a safe and comfortable environment. Encourage cooperative and respectful group interaction to spark connections and build rapport.
- Serve as a Liaison: Act as a link between new students and University faculty and staff, ensuring clear communication and immediate access to support.
- Promote Engagement: Introduce students to academic programs, clubs/organizations, and community opportunities, encouraging active campus involvement from day one.
- Logistical Support: Assist professional staff with the setup, execution, and teardown of all programming.
- Other duties as assigned.

Mentorship & Programming

- Peer Mentorship: Serve as a peer mentor throughout the academic year for your assigned group of first-year students, guiding them as they navigate their transition to college.
- Provide Regular Support: Meet regularly (weekly/bi-weekly) with assigned mentees to provide personalized support, encouragement, and timely check-ins.
- Resource Navigation: Assist students in connecting with key campus resources, policies, and services (i.e., tutoring, financial aid, counseling, housing, etc.)
- Develop Programming: Develop and facilitate engaging monthly programming aligned with the University's mission to prepare students for fulfilling lives, meaningful work, and responsible citizenship.
- Reporting: Submit periodic reports or reflections on mentee progress and mentoring experiences.
- Other duties as assigned.

Leadership

- Exemplify Core Values: Serve as an exemplary role model and mentor, consistently upholding Mount Union's core values of Belonging, Excellence, and Integrity in daily work, communications, and actions.
- Collaborate: Establish and maintain positive, constructive working relationships with fellow Raider Guides, university staff, and faculty.
- Maintain Professional Standards: Demonstrate professionalism, punctuality, maturity, and a positive attitude.
- Protect Confidentiality: Maintain confidentiality to uphold FERPA and institutional guidelines.
- Team Commitment: Attend all required staff meetings and trainings and willingly assume responsibility for assigned tasks and position expectations.

Qualifications:

- Must be a full-time enrolled undergraduate student of the university.
- Maintain a minimum semester and cumulative GPA of 2.5.
- Remain in good academic and disciplinary standing with the University.
- Demonstrate active involvement on campus (i.e., extracurricular activities, athletics, student organizations, etc.).
- Strong interpersonal and communication skills.
- Enthusiastic about helping others succeed.
- Use appropriate and inclusive language that promotes an environment of respect for all community members.
- Hold a positive and enthusiastic view of the University of Mount Union.

Compensation & Benefits:

Those hired for the position will receive the following:

- Extensive leadership training and opportunities for personal growth
- Official Orientation uniform - nametag, UMU shirt, etc.
- Stipend pay of up to \$1,400 throughout the course of the year, up to \$700 per semester.

Terms of Employment:

Eligibility for the position is contingent upon the following:

- Ability to serve for the entirety of the 2026-2027 academic year.
- Raider Guides are expected to work between 4-5 hours per week, on average.
- Attendance at *all* training dates and required meetings (dates to be determined).
- Fulfillment of job requirements throughout Fall Orientation and the academic year (dates below).
- Uphold community standards and abide by the Student Code of Conduct as outlined in the [Student Handbook](#).
- Represent the Office of New Student & Leadership Programs, Division of Student Affairs, and the University of Mount Union appropriately.

2026 Important Dates:

- Meet the Staff Spring Kick-off: Monday, March 2, 2026, 7:30 pm.
- Monthly all-staff meetings during the academic year.
- Monthly team meetings during the academic year.
- Raider Guide Fall Training: August 11- August 20, 2026.*
- Orientation: Friday, August 21 – Sunday, August 23, 2026.*

** Training and Orientation is a required component of employment. Inability to participate in scheduled sessions will result in removal from consideration or termination of the position offer.*