Arts & Sciences ePortfolio Peer Mentor

**Position Information**

**Employer:**
Loyola University Chicago - Center for Experiential Learning

**Division:**
N/A

**Title:**
Arts & Sciences ePortfolio Peer Mentor

**Position Type:**
On-Campus Part-Time Student Employment (FWS or NonFWS)

**Type of Loyola On-Campus Position:**
Part-Time Job - Federal Work Study Optional - LSC

**Description:**
The ePortfolio Program at Loyola University Chicago is designed to support students, faculty, and staff in the process of creating dynamic, engaging ePortfolios as a tool for teaching, learning, reflection, transformation, and assessment.

An ePortfolio (electronic portfolio) is a digital collection of work over time that showcases your skills, abilities, values, experiences, and competencies through a broad range of evidence-based learning. An ePortfolio may include a variety of artifacts that provide a holistic representation of who you are, personally, professionally, and academically.

The Center for Experiential Learning, in partnership with the College of Arts and Sciences, is seeking three peer mentors to join our team of five peers to support the ePortfolio program, specifically within the College.

Peer mentors will be responsible for:
- Learning/teaching the multiple ePortfolio systems (including but not limited to Taskstream, Wix, Weebly) and creating ePortfolios
- Learning/teaching various multimedia/Web 2.0 tools
- Classroom presentations

**How To Apply**

**Note:** If you do not have Federal Work Study as part of your Financial Aid, you may not qualify for jobs that require FWS.

**Requested Documents:**
- Resume

**NOTE:** Please provide a link to an ePortfolio you have created during your time at Loyola. If you have not created one, consider beginning your Loyola Experience ePortfolio. Directions can be found here:
http://loyolaexperienceeportfolio.weebly.com/JSTnPa7fepcOB9VfB4Y2rAusdx0plkA/edit?
usp=sharing

**Important Dates**

**Posted On:**
April 01, 2016

**Applications Accepted Until:**
April 15, 2016

**Default Email For Resumes**
rderose@luc.edu

**Contact Information**

Michelle Kusel
mkusel@luc.edu

Rebecca DeRose
rderose@luc.edu
• One-on-one assistance (both virtual and in-person)
• Strategy to grow the ePortfolio program

This role will focus peer mentors on learning the ePortfolio program as a whole but will also provide an opportunity for each peer mentor to become a subject matter expert in a technical area. With this expertise, they will be responsible for creating tutorials, literature, presentations, and train-the-trainer sessions. Unique to this role, students will also complete a series of leadership and professional development trainings to be successful in this role and beyond!

Qualifications
• Student must be enrolled in the College of Arts & Sciences
• Experience with ePortfolios and Taskstream preferred but not required.
• Interest in technology and multimedia a must.

Number of positions available: 3
Compensation: 10 hours/week at $10.00/hour.
Work study not required (Non-FWS)

Asking that students commit for both the Fall 2016 and Spring 2017 semester.

Learn more about the position, the current team and what we do here: http://eportfoliopeermentorsluc.weebly.com

Job Function:
Arts - Creative Arts/Graphic

Location:

Location #1
Nation Wide
No
City
Chicago
State/Province
Illinois
Country
United States

Job Duration:
2016-2017 Academic Year

Hrs per week/ Days/times:
10 hrs/week

Qualifications:
Student must be enrolled in the College of Arts & Sciences

Experience with ePortfolios and Taskstream preferred but not required.

Interest in technology and multimedia a must.

**Desired Class Level(s):**

Freshman, Sophomore, Junior

**Compensation Type:**

Bi-Weekly

**Compensation Details:**

10 hours/week at $10.00/hour