

# WE ARE HIRING!

## JOB NUMBER

S&P: 0740-1

LING: 0650-1

[HTTPS://SA.UCLA.EDU/FAO/WORKSTUDY](https://sa.ucla.edu/fa/workstudy)

## PEER ADVISORS

PAY RATE: \$17.50

## SEEKING PEER ADVISORS FOR THE DEPARTMENTS OF:

- LINGUISTICS
- SPANISH & PORTUGUESE

## QUALIFICATIONS

- 2nd- 4th year undergraduate student
- Declared major in the [S&P/LING] Department
- At least 8 units of upper division course credit in departmental courses and a minimum 3.0 GPA
- Preferred interest in Student Affairs and counseling or academic field within higher education
- Working knowledge of Windows and Microsoft Office
- Responsible, detail-oriented, dependable, able to work independently, and handle confidential and sensitive information
- Proficient verbal/written communication and interpersonal skills
- Proven academic commitment, leadership abilities, teamwork experience, organizational skills, and problem-solving competencies
- Ability to work with a diverse population of students
- Ability to uphold advising core values of fairness, accountability, compassion, integrity, and respect and demonstrate commitment to student success



## INTERESTED?

Applicants must complete the [Google Form Application](#) by **Monday, September 18, at 11:59pm** and include the following materials:

- Resume
- Cover Letter
- 3 References
- Fall 2023 Work Study Funding Amount (if applicable) – work study funding is not required
- Fall 2023 Availability
- Number of hours you are willing to work each week (approximate hours for each student is 10-15 hours/week)
- Ideal Start Date
- Other Commitments

## QUESTIONS?

**SPANISH & PORTUGUESE:** Contact UG SAO Virginia Cortez at [vcortez@humnet.ucla.edu](mailto:vcortez@humnet.ucla.edu)

**LINGUISTICS:** Contact UG SAO Leigh Bagood at [leigh@humnet.ucla.edu](mailto:leigh@humnet.ucla.edu)