

Cohort Lead Volunteer Description

Leadership Certificate Program

Illinois Leadership Center

Overview:

The Leadership Certificate Program is designed to provide students with a customized experience to help develop leadership skills in a way that integrates leadership education, reflection, and experience over multiple semesters. Leadership Certificate Program participants are assigned to a small cohort of other participants and a Cohort Lead at the start of their first active semester in the program, after submitting their Leadership Development Plan.

The Cohort Lead is a peer mentor who has knowledge of the Leadership Certificate Program and is invested in helping students complete the program. Each Cohort Lead is assigned 4-6 current participants based on the information provided in each participant's Declaration of Intent. Cohort Leads meet with their students once per month and engage in regular communication. This is an unpaid, two-semester volunteer experience for student leaders engaged with the Leadership Certificate Program.

Volunteer Description:

- Serve as a peer mentor and resource for 4-6 current Leadership Certificate Program participants
- Meet with cohort once per month to build community, provide guidance and reflection, and address questions
- Meet one-on-one with each cohort participant once per semester to discuss individual progress, additional resources or support needed, and any further questions
- Assist with the facilitation of the Cohort Kickoff program
- Attend monthly meetings with other Cohort Leads, as well as an individual check-in meeting once per semester with the Leadership Certificate Team Graf Intern

Time Commitment: Up to 20 hours per semester

Learning Outcomes:

- Understand the role of a peer mentor in a participant's success
- Identify and support the needs of a diverse range of students
- Define your personal leadership philosophy
- Enhance your communication, organization, and time management skills
- Demonstrate the ability to conduct meetings and facilitate workshops

Qualifications:

- Prior completion of the Leadership Certificate is preferred, however, not required
- Prior experience with public speaking
- An ideal candidate would possess these skills and/or experiences:
 - Comfortable in an advising role and meeting one-on-one with students
 - Excellent oral and written communication skills
 - Excellent organization skills
 - Ability to work with diverse student populations
 - Ability to adapt to students' needs and availability
- Must be available for the Cohort Kickoff program on _____

Application Process: To be considered for this position, please complete the following application: _____. Completed applications are due by _____. Applicants should also be available for an interview the week of _____.

Please refer all questions to _____, Graf Intern of the Illinois Leadership Center, at _____.

To learn more about the Illinois Leadership Center, please visit www.leadership.illinois.edu.