



2010 Learning Community Liaison Position Description & Application

A Learning Community Liaison (LCL) is a student volunteer who has either (i) successfully completed at least one semester in the FAU Learning Community (LC) Program or (ii) anyone interested in supporting incoming FAU students. The LCLs serve as mentors and/or tutors to students entering the LC program for the 2010-2011 academic year. All LCLs are responsible for developing study groups, presenting workshops, planning Learning Community social programs, as well as supporting any other Center for Learning And Student Success freshman related initiatives.

We invite you to attend one of our information sessions listed below to gain further understanding of the position. These sessions generally last about an hour and give you information about the role of the Learning Community Liaison position. Should you have any questions, this is the time to ask.

- ❖ Monday, November 9 at 1pm in the Student Support Services Building (SU), room 223
- ❖ Tuesday, November 10 at 10am in the Student Support Services Building (SU), room 113

Such activities include, but are not limited to:

- Develop study groups and workshops (in meeting with their assigned LC cohort)
- Attend all LCL training sessions during the spring 2010 semester. You must be available every Wednesday from 3:00-4:30pm.
- Attend all LCL staff meetings during the Fall 2010 semester (approximately 2 per month).
- Serve as an Executive member of the LCL Organization (a student group registered with COSO)
- Attend & assist in planning academic support, social, community service projects, intramural activities and programs for all LC students
- Facilitate freshman orientation student sessions (during the summer semesters)
- Participate and present at Passport to FAU (a first-year student success conference)
- Participate in other FAU campus-wide initiatives (including Carnival of Majors Fair, Weeks of Welcome, Homecoming, etc.)

In addition, LC Liaisons will be responsible for:

- Providing support and encouragement to FAU students (by establishing strong rapport with their LC cohort)
- Assisting students with reading/study skills, writing skills, time management, and adjusting to college life
- Forming an important link between students and FAU (achieved through helping students utilize the many resources available on campus)

All LC Liaisons are required to be committed to the program for at least one year (Spring 2010-Spring 2011).

Reports To: the Coordinator for the Center for Learning And Student Success

Qualifications:

- Completed LC Liaison Application (personal information, work experience, and essay responses)
- Be a full-time undergraduate FAU degree-seeking student
- Demonstrate satisfactory academic performance (minimum 2.5 cumulative GPA and 2.5 fall semester GPA)
- Submit the name of two references (one must be your SLS instructor)
- Possess strong interpersonal and communication skills
- Maintain a passion and enthusiasm for helping peers succeed at FAU
- Learning Community Liaisons **cannot** be a Resident Assistant during the duration of their LCL position (January 2010-January 2011).

Duties and Responsibilities:

- Attend mandatory spring training sessions every Wednesday from 3:00-4:30pm (*location is TBD*)
- Commit to volunteer a minimum of 2 hours per week during the Fall 2010 semester (Fall 2010 semester will be committed to LCL meetings with their assigned FLC/LLC students at least once a week, weekly office hours, and visiting their assigned LC SLS class).
- Help students become familiar with university resources; advise and refer residents to appropriate university, as the need arises.
- Be available for formal and informal interaction with students in the LC program
- Help students with writing skills, reading/study skills, time management, and adjusting to college life
- Meet individually with students, if needed and submit a report to Retention Coordinator
- Develop workshops for students participating in the LCL program. LCLs will be responsible for providing ice-breakers for each workshop and serving as facilitators
- Provide support and friendship

Compensation:

Although all FAU LCLs will be working solely on a volunteer basis, students can earn hours that will be recorded by the FAU Center for Civic Engagement and Service and put on your transcript.

The LCL program is also a 0-credit course that will appear on your transcript for the semesters in which you are involved. The Center for Learning And Student Success will automatically register you for the class in the beginning of each semester you are an LCL. You will receive a grade for participating in this program as well. Please see attached syllabus for how your grade will be calculated.

Serving as a FAU Learning Community Liaison program is a great resume builder and a great

way to meet new students, staff, and faculty at FAU! Share your college experience by helping make someone else's one worth remembering!

Application Process:

Please complete the attached application and submit it by Friday, November 13th at 5 pm to the Center for Learning And Student Success (SU 130).

When applications are turned in, you will schedule an interview at that time.

Questions about the FAU Learning Community Liaison Program or the Application Process should be directed to: Carole Pfeffer, Coordinator for the Center for Learning And Student Success at (561) 297-2243 or cpfeffer@fau.edu.



2010 Learning Community Liaison Application

Florida Atlantic University - Center for Learning And Student Success

I. Personal Information:

Name: _____ Z#: _____
Last First

Local Address: _____

Local Phone: _____ Cell Phone: _____

FAU Email: _____ Other means of contact: _____

Name of Current/Past Learning Community: _____

Year in School (circle one): *Freshman* *Sophomore* *Junior* *Senior*

Major(s): _____ Minor(s): _____

Cumulative GPA: _____ Previous Major (if applicable): _____

II. Work History:

Please list any job(s) (on and off-campus) you currently have at this time.

1. Job Title: _____ Employer: _____

Supervisor: _____ Phone #: _____

Did you work: ___ No or ___ Yes, Part-time or ___ Yes, Full-time

Duties and Responsibilities:

2. Job Title: _____ Employer: _____

Supervisor: _____ Phone #: _____

Did you work: ___ No or ___ Yes, Part-time or ___ Yes, Full-time

Duties and Responsibilities:

Would you available to volunteer in the summer? ___Yes ___No

(LC Liaisons are needed to assist with various Summer Orientation sessions)

III. Volunteer Experience

Please list activities that you have been involved in while at FAU (community service, clubs and organizations, etc)

POSITION	DATE(S)	ACTIVITY/RESPONSIBILITIES
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

IV. Activities (use a separate sheet if necessary)

List any university activities in which you are currently involved, or have been involved in the past, including offices held. (Please do not abbreviate names of organizations):_____

V. References:

Learning Community Liaison applicants must include the name of 2 references (one must come from your SLS instructor).

Name: _____

Affiliation: SLS Instructor – Fall 2009 semester _____

Phone: _____

Name: _____

Affiliation: _____

Phone: _____

VI. Essay Response (Your responses must be typed and cannot exceed 2 pages in length)

What do you think will be the biggest rewards of being a Learning Community Liaison?

What role do you feel a LC Liaison can/should play in an FAU freshman's life?

What was your favorite part of the Learning Community experience?

ALL COMPLETED APPLICATIONS MUST BE SUBMITTED TO THE CENTER FOR LEARNING AND STUDENT SUCCESS (SU 130) BY FRIDAY NOVEMBER 13, 2009 by 5PM.

When applications are turned in, you will schedule an interview at that time.

Thank you for your interest in the Learning Community Liaison Program!

The Learning Community (LC) Experience For the Spring 2010 Learning Community Liaison Program

Instructor:

Carole Pfeffer, 561.297.2243, cpfeffer@fau.edu

Course Description:

The LC Experience combines student academic learning in and out of the classroom through activities. Based on *Student Development Theory*, students will participate in a variety of programs, workshops and events, and reflect upon their relevance toward enhancing their college experience.

Day and Time: Every Wednesday; 3:00pm-4:30pm

Location: TBA

Credit Hours:

0

Prerequisite: SLS 1503 and enrollment in a Learning Community

Course Objectives: Upon completion, the students will:

- Reflect upon a variety of experiences and how they impact their college experience and the experiences of others
- Develop a deeper sense of connection to their university community through involvement and advocacy and understanding of others
- Learn from networking opportunities within the community
- Enhance oral, written, or other communication skills (such as group and/or individual presentation) through participation in a variety of opportunities for presentation and dialogue.
- Have experience in developing analytical, critical and/or practical skills as related to critical thinking through a variety of experiences developed by the LC planning committees specific to the LC discipline or theme.

Course Requirements:

Students will be required to participate in weekly programs, workshops and/or class meetings in the spring 10 semester. A capstone presentation and final reflection paper is required. Group development of and presentation of a topic related to the Leadership is required.

Assessment:

Students will be graded on a Satisfactory/Unsatisfactory basis. The grade will be determined by participation and attendance at weekly class meetings. Each Learning Community Liaison will be responsible for conducting one leadership presentation during the semester, a final presentation for the Passport to Student Success Conference (oral, written, group or other) and a written reflection essay.

Spring 2010
LC Experience Syllabus for Learning Community Liaisons

Training Session 1: January 6

What is a Learning Community?
The Role of the Learning Community Liaison
LCL Mission & Goals
What do you want to get out of this experience?
What we expect from you.
Attendance Policy
Team Building and Ice Breakers – what are they?
What role will the LCLs play with the Living Learning Community Program?

Training Session 2: January 13

Team Building and Ice Breakers
Development of Presentation Skills
Discussion of LC presentation during Passport
Review of multiple presentation media (effective group presentation technique, poster presentation, group discussion, etc.)
Electing a new Executive Board
LCLs as a TEAM

Training Session 3: January 20

Team Building and Ice Breakers
Executive Board Voting
Conversation Starters
Idea Gallery
Campus Resources Activity
What's Your Leadership Style?

Training Session 4: January 27

Team Building and Ice Breakers
Campus Resources Activity continued
How to conduct study groups...
Leadership Activity
Work on Presentations

Training Session 5: February 3

Team Building and Ice Breakers
Role Playing
Sessions with your FLC
Diversity Exercise
Leadership Activity

Training Session 6: February 10

Team Building and Ice Breakers
Passport Planning
Leadership Activity

Training Session 7: February 17

Team Building and Ice Breakers
Leadership Activity

Training Session 8: February 24 - TBA

Training Session 9: March 3 - TBA

Training Session 10: March 10 - TBA

Training Session 12: March 24 - TBA

Training Session 13: March 31 - TBA

Training Session 14: April 7 - TBA

Training Session 15: April 14 - TBA

Training Session 16: April 21 - TBA

Training Session 17: April 28 - TBA

TBA: L.I.F.T Ropes Course Activity

9am-1pm Ropes Course

Passport Planning – Throughout the semester

Ice Cream Social Planning – Throughout the semester

Fall Social Calendar - Throughout the semester