

STEM Volunteers Duties, Responsibilities and Expectations

Duties (First and Second Week of Quarter):

- Provide directions to lost students on first day
- Hand out information on STEM Center hours and SI sessions
- Greet students as they enter STEM Center and share information about services if needed
- During first or second week visit Math 107, 146, and Emporium classrooms each hour to share information about tutors, volunteers and the STEM Center (short ~3 minutes per speech).

Responsibilities:

Help with overall environment in STEM Center

- develop a comradery/mentoring relationship with students
- encourage students toward success
- maintain a healthy environment for study and collaboration
- Assist with small projects alongside students if/when applicable

Expectations:

- Maintain professional appearance and demeanor
- Come to campus clean and appropriately dressed
- Be willing to volunteer for (at minimum) 1 hour time-slot