

# Mt. San Antonio College Bridge Program Peer Advisor Information



## Goals and Objectives

The Peer Advisor is a vital component of the Bridge Program. The program offers linked courses, academic and personal support, extracurricular activities/events, and registration assistance. Bridge Peer Advisors are a highly motivated and mature group of students who are committed to helping other students by providing support through peer mentoring.

- Salary: \$19.25/hour
- 8-19 hours per week (depending on budget and student's academic schedule; subject to change at any time)

## Job Description

As a Peer Advisor, you will learn to:

- Understand and utilize communication and interpersonal skills.
- Know when to offer direct assistance and when to make referrals.
- Know Mt. SAC resources for appropriate referrals.
- Demonstrate awareness of and sensitivity to issues of diversity including race/ethnicity, gender, sexual orientation, academic ability, age, and socioeconomic status.
- Answer questions about Mt. SAC rules, policies, and procedures.
- Manage and provide direct support for an assigned group of students.
- Share your college experience and success strategies, such as time and stress management, utilization of college resources, etc.
- Work as part of a team with Mt. SAC professors in offering support and guidance to Bridge students.
- Build a sense of community with staff, faculty, other peer advisors, and students.

Peer Advisors are expected to:

- Have a positive attitude, be reliable and flexible.
- Be a professional at all times and to maintain a positive representation of the Bridge Program.
- **Attend ALL mandatory training workshops and mandatory staff meetings.**
- Maintain regular contact with a caseload of Bridge students.
- Facilitate small group activities and assist with large group activities.
- Work closely and communicate with Mt. SAC professors and Bridge staff.

## Minimum Qualifications

- Must be a Mt. SAC student, enrolled in least 6 units in the Fall and Spring semester.
- Minimum Cumulative GPA: 2.5
- At least 2 terms of attendance at Mt. SAC (intersessions are acceptable).
- Experience with and/or sensitivity to working with individuals from diverse backgrounds.
- Preferred participation in the Bridge Program (Summer Bridge or Fall/Spring Bridge).
- Evidence of demonstrated leadership roles and/or skills.
- Evidence of college campus/ community involvement.

## Mandatory Training & Event Dates

Peer Advisors are required to attend mandatory trainings on **Fridays in May and June 2026, 9:00 am - 3:00 pm**  
**If your schedule shows you are registered for a Friday class that conflicts with training, you will not be invited to an interview.**

Peer Advisors will attend all paid trainings only during the Spring 2026 semester. **This position is for Summer 2026-Spring 2027, contingent upon job performance.**

## Application Information

**You must submit all of the following in order to be considered for an interview:**

- ☐ **Peer Advisor application**
- ☐ **Resume** (*if you need assistance with your resume, please visit the Career Center, Bldg. 9B 2<sup>nd</sup> floor*)
- ☐ **A copy of your current unofficial transcripts** (*can be found in your student portal, Student Services Card, #18*)
- ☐ **A copy of your registered courses for Spring 2026** (*can be found in your student portal, Student Services Card, #11*)
- ☐ **Short-Answers to questions on application**
- ☐ **Two recommendation forms. Suggested: one of the forms be completed by a Mt. SAC employee/professor.** (Recommendation forms are attached) (*Forms **CANNOT** be completed by a parent/family member/peer, student staff, or student*)

## Application Deadline

**Monday, March 2, 2026 by 4:00 pm**

All application documents must be in the Bridge office or emailed to  
[bridgeprogram@mtsac.edu](mailto:bridgeprogram@mtsac.edu) by March 2, 2026.

## Submit your completed application to:

Lynn Matthiesen, Program Specialist  
Bridge Office, Bldg. 9E, 2<sup>nd</sup> floor (Student Success Center)  
Or email to [bridgeprogram@mtsac.edu](mailto:bridgeprogram@mtsac.edu)  
909-274-5392