

Position Title: Global Mentor - International Student Support
Supervisor Name: Erica Puccio/Maggie Shirland
Supervisor Title: Director, IEC/International Student Advisor
Department: International Education Center
Location of Position: Student Development
Number of Openings: 2
Hours per Week: Flexible/Project based
Hourly Rate or Salary: \$600/Year

Leadership experience complements the academic curriculum at MassArt and empowers students to become more confident, engaged artists, designers and citizens. Students have the opportunity to apply for various paid positions to be held during their sophomore through senior years.

Student Leadership at MassArt is rooted in MassArt's Mission and Values and is essential to transforming MassArt's culture and community. All student leaders will be expected to uphold MassArt's missions and values as we work together to make MassArt a more equitable place to work, learn, live and make.

Position Duties & Description:

Are you interested in helping others adjust to life at MassArt? Do you want to share the places you have traveled with others? Do you understand what it is like to adjust to life in a new culture? Do you want to make friends from all over the world? Are you a MassArt international student? You might have what it takes to be a Global Mentor!

The International Education Center encourages all MassArt students to interact with our diverse community and participate globally. Our Global Mentors focused on International Student Support (ISS) help welcome new international students, participate in intercultural events and are immersed in global dialogue. This support is especially important in our COVID and post-pandemic world. As Global Mentor - ISS, you will be a part of the International Education Center team helping to provide enriching, life-changing experiences.

General Statement of Duties:

- Be an enthusiastic participant at IEC events that may include international orientation, international student events, and International Education Week activities.
- Attend and provide leadership at all international orientations (last week of August <1 day> and one day in mid-January, just prior to the first day of classes, dates TBD).
- Serve as a mentor to incoming and current international students at MassArt for the academic year. After orientation, reach out to new students, provide encouragement and offer a welcoming environment.
- In coordination with the other Global Mentors, organize Fall AWAY exhibit, which takes place during International Education Week (3rd week of November). Take on a share of duties as identified in the task list for the show.

- Organize programming and events throughout the year.
- Organize the Spring Cultural Night (in conjunction with the Multicultural Arts Association SGA group)
- Work closely with the Multicultural Arts Association and consider serving as the SGA representative for the MAA to enrich and deepen the work of the Global Mentors' efforts with the IEC and the events of the MAA.
- See table below for more detail.

Skills Acquired:

It is anticipated that student leaders in the Global Mentor - ISS program will acquire the following skills and abilities:

- Heightened intercultural sensitivity and awareness
- Increased cross-cultural communication
- The ability to design and plan all aspects of meaningful programs and events including: pre-event logistical planning, marketing and advertising, presentation and post-event evaluation.

Qualifications:

- Must be in good academic and disciplinary standing
- Experience navigating cross-cultural situations
- Empathy and understanding of those going through cultural adjustment
- Excellent communication and interpersonal skills
- Organizational and event planning ability
- Initiative, enthusiasm and new ideas for the role of Global Mentor - ISS

**IEC Global Mentors - International Student Support
Expectations**

Fall Semester Requirements	
Orientation	During the summer, work with fellow Global Mentor to write and design a bio page; email it to new incoming students during August. Actively participate in fall (late August/move-in weekend) orientation. Attend an F-1 information session (if schedule allows).
Outreach	Once per week, an email should be sent from one of the Global Mentors to the google group for international students. The email could range from: offering a meeting place to attend COF or MassArt events; promoting on-campus, COF, ProArts, or Boston area events that international students may be interested in; simply reminding that you are available as a resource, etc.

Away Show	Plan the Away Show in collaboration with the Study Abroad Global Mentors. Planning takes place during the fall semester, the show is in November (International Education Week). Detailed timeline and task list passed on from previous Global Mentors that outlines the entire process from start to finish.
Attend Events	Attend events such as international student meet and greet (move-in day), international student dinner, and IEC info tables. Schedule to be determined at the start of the semester or as needed.
Liaise	Serve as a liaison between international students and the IEC. Pass along information that you think could inform IEC staff to better support students.

Spring Semester Requirements	
Orientation	Email Global Mentor bio page to new incoming students during January. Actively participate in spring (mid-January) orientation. Attend an F-1 information session (if schedule allows).
Cultural Night	Work with the Multicultural Arts Association to plan and run Cultural Night. Help with logistics, getting volunteers, etc.
Organize Event	Brainstorm, plan and run one event that you think would benefit international students.
Outreach	Once per week, an email should be sent from one of the Global Mentors to the google group for international students. The email could range from: offering a meeting place to attend COF or MassArt events; promoting on-campus, COF, ProArts, or Boston area events that international students may be interested in; encouraging students to attend the ARC conversation group; simply reminding that you are available as a resource, etc.
Attend Events	Attend events run by the IEC or other offices specific to international students. Schedule to be determined at the start of the semester or as needed.
Liaise	Serve as a liaison between international students and the IEC. Pass along information that you think could inform IEC staff to better support students.