



Position Description

Financial Peer Mentor and Outreach Leader

The candidate will be a diligent, organized student with a passion for helping others regarding financial management issues. A strong work ethic with a focus on assisting students is necessary in this position. Outstanding verbal and written communication skills, strong critical thinking skills and the desire to be part of a developing student services financial literacy campaign are imperative. Academically, a strong background in Finance or a similar field of study is desirable.

Required Skills/Experience

- Must be in Good Academic Standing
- Excellent writing and oral communication skills
- Ability to communicate clearly, accurately, and effectively in a public forum
- Ability to maintain impartiality and confidentiality
- An interest in financial management/literacy and its direct application to a variety of students
- Understanding of the Free Application of Federal Student Aid (FAFSA) application process, preferred
- Compassion and understanding for all students' financial situations
- Competent in the following technologies/software/applications
 - WINGS Student Information System
 - Microsoft Office: Word, Excel, PowerPoint, (Prezi is desired)
 - Social media platforms: Facebook, Twitter, Instagram, Pinterest, Snapchat
- Customer service oriented
- Strong initiative to solve problems
- Position requires a criminal background check, final candidates will be contacted by UW-L Human Resources

Key Responsibilities

- Provide peer education on financial management related topics - one-on-one and in group settings
- Present IMC! workshops and activities in a variety of public forums
- Assist with program/workshop/activity development and execution
- Act as a liaison between UW-L student population and IMC! Coordinator

Hours

- 10 hours/week to be arranged

Application and résumé due to Amanda Gasper, It Make\$ Cents! Money Management Center,
0130 Student Union, 608-785-8852.