

# VOLUNTEER IMPACT ACADEMY

2025 – 2026

## Student Director Position



### ***STUDENT DIRECTOR ESSENTIAL QUALIFICATIONS***

- ✓ Must have shown active participation in VIA.
- ✓ Must have and maintain a minimum cumulative GPA of 2.5 & be in good standing with the university.
- ✓ Must be enrolled full-time (12 credit hours) at UT for Fall 2025 and Spring 2026.
- ✓ Must be willing to support and adhere to the mission and vision of the JCLS, UT Student Life, and The University of Tennessee.
- ✓ Must display professionalism and school spirit.
- ✓ Must demonstrate a commitment to students and their success.

### ***STUDENT DIRECTOR RESPONSIBILITIES AND SKILLS***

#### **Productive Relationships and Group Management**

- ✓ Servant Leadership mentality (leadership philosophy that puts the needs of others first and helps people develop and perform as highly as possible)
- ✓ Ability to lead and facilitate VIA excursions, service initiatives, and team-building activities.
- ✓ Actively maintain a positive and professional relationship with Jones Center for Leadership and Service staff.
- ✓ Foster team building and community within VIA and the JCLS.
- ✓ Ability to create a positive atmosphere for staff and participants.

As a result of the VIA Student Director position, you will...

- ✓ Understand how to develop productive relationships with your Co-Director, VIA Peer Mentors, and JCLS staff, and demonstrate professionalism competencies.
- ✓ Believe in cultivating connections with others that contribute positively to their personal growth.
- ✓ Build and maintain collaborative relationships to work effectively toward common goals while appreciating and respecting diverse viewpoints and shared responsibilities.

#### **Mentoring and Empowerment**

- ✓ Mentor, train, and support the VIA Cohort Leaders.
- ✓ Demonstrate and facilitate practical feedback skills with staff and participants.

As a result of the VIA Student Director position, you will...

- ✓ Use expertise and experience to teach, coach, and challenge individuals to reach their potential.
- ✓ Select and apply various motivation strategies specific to each person on your team.
- ✓ Offer and receive constructive feedback.

- ✓ Delegate to others so they have a sense of ownership and accountability to the program.

### **Supervision**

- ✓ Aid in the development and execution of the Peer Mentor recruitment and selection plan
- ✓ Manage program planning, implementation, evaluation, and logistics

As a result of the VIA Student Director position, you will...

- ✓ Set clear goals and expectations for Peer Mentors.
- ✓ Learn to recognize and celebrate the individual strengths and talents of Peer Mentors.

### **Follow-Through**

- ✓ Serve as one of the on-site coordinators for various service and excursion offerings.
- ✓ Assist in the recruitment and selection process for Peer Mentors in Spring 2024 (group and individual interviews).

As a result of the VIA Student Director position, you will...

- ✓ Exhibit a high level of commitment.
- ✓ Maintain passion and energy to achieve intended program and personal goals.

### **Initiative**

As a result of the VIA Student Director position, you will

- ✓ Use good critical thinking and problem-solving abilities to make effective and timely decisions.
- ✓ Use VIA experience and expertise to think creatively about ways to enhance the program.

### **TIME COMMITMENTS**

**VIA Student Directors are required to participate in the following activities:**

- ✓ Up to 10 hrs per week based on program needs
- ✓ Support the VIA Program Coordinator
- ✓ Mentor and support Student Cohort Leaders
- ✓ Aid in planning and executing all cohort events
- ✓ VIA Peer Mentor Orientation – August, 2025
- ✓ VIA Kick-Off Event – August 2025
- ✓ 1-hr weekly meetings with the VIA executive staff
- ✓ Co-facilitate additional Cohort Leader Meetings
- ✓ Conduct regular check-ins with the Cohort Leaders throughout the academic year
- ✓ Provide additional support and assistance to cohort members
- ✓ Be willing to be van and service facilitation trained to take part and lead in VIA service events
- ✓ Schedule VIA drop-in events
- ✓ Evaluate detailed program and cohort event schedules and adjust as needed
- ✓ Identify, plan and organize cohort excursions
- ✓ Manage ServeUTK for service hour inputs.

**COMPENSATION**

- ✓ Starting at \$12.00/hr (Level II) for Student Director interviews in the Spring, Fall & Spring semester office hours
  - ☐ You are responsible for tracking your time through a biweekly timesheet submitted to JCLS professional staff.

**Years of Service Schedule:**

Anniversary date for Level 1; September 1 for Levels II

**Basic Compensation Matrix:**

	Level II
Entry Wage	\$ 12.00
1 Yrs of Service	\$ 12.50
2 Yrs of Service	\$ 13.00
3 Yrs of Service	\$ 13.50
Differential	\$ 3.00

By signing this agreement, you are committing to fulfill the role of VIA STUDENT DIRECTOR for 2025-2026. If you do not fulfill your commitment to the Ignite program or are removed from your position, you understand that you will not receive the listed compensation.

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Print Name

Signature

Date