

Please keep this cover page of important dates for your records.



College Mentor Application for 2021

Please keep in mind that you will be held responsible for the dates listed below.

Mentor Application deadline (turn in to the Elliott House, Room 103)	Wednesday, March 17, by 5 p.m.
Individual interviews conducted (you will be notified in advance if selected for an interview)	March 22 – March 26
Mentor selection announced via email	Monday, March 29
Mentor Mini Retreat: Meeting with Mentors to review job description, discuss housing for June, complete payment paperwork, etc.	Friday, April 16, from 4 – 9 p.m. Location: TBD
Mentor Commissioning Mass in Sacred Heart Chapel	Sunday, May 2, at 7 p.m.
Mentor Training and Preparation	Thursday, June 17 – Saturday, June 19 (all day, morning through evening)
Encuentro High School Theology Institute	Sunday, June 20 – Thursday, June 24 (all day, morning through evening)

College Mentor Minimum Qualifications:

- Current full-time OLLU student with at least a 2.5 cumulative GPA
- Has completed at least 12 credit hours at OLLU
- Plans to enroll in classes at OLLU in Fall 2021
- Must be in good disciplinary standing with the university
- Demonstrated commitment to the Christian faith
- Personal involvement in service/ministry activities or faith deepening activities
- Desire to share personal experiences and knowledge with fellow mentors and high school participants
- Strong work ethic and skills in communication, teamwork, and leadership
- Ability to fulfill duties listed in job description
- Ability to attend training and preparation days
- Complete and submit all required materials in a timely manner
- Must obtain a negative COVID test result a minimum of 1-week prior to the initial program start date
- Employment will be contingent on successfully passing a criminal background check and Title IX training in late spring

Questions?

Roxanna Chavez, Encuentro Coordinator: rchavez@ollusa.edu or call (210) 528-7171

APPLICATION DEADLINE INFORMATION

Completed applications with attached essay responses and unofficial transcript should be submitted to the **Elliott House by 5 p.m. on Wednesday, March 17, 2021.** Please write your name on each page of attachments and staple together.

OUR LADY OF THE LAKE UNIVERSITY

Encuentro – College Mentor Application 2021

Please ensure that you meet the minimum qualification standards before completing this application.

Name: _____ OLLU ID #: _____
First Middle Last

of Credit Hours Already Completed at OLLU (excludes hours transferred): _____ Anticipated Graduation Sem & Yr: _____

Spring 2021 Classification: Freshmen Sophomore Junior Senior Graduate Student

Major: _____ Minor: _____

CONTACT INFORMATION--SEMESTER

Address (if resident): Hall and Room #: _____

Address (if commuter): _____
Street City State Zip Code

Cell Phone Number: (_____) _____ Other Phone Number: (_____) _____

(Please circle) May we contact you via text messaging services? Yes or No Do you have a voicemail box? Yes or No

E-mail Address: _____@ollusa.edu Other Email: _____

CONTACT INFORMATION—SUMMER BREAK/PERMANENT

Address: _____
Street City State Zip Code

Emergency Contact Name: _____ Relationship: _____

Phone #: _____ Email Address: _____

What types of religious experiences have you had? (check ALL that apply)

Church Youth Group Private School Religious Retreat participant Faith Formation Classes

Bible Study Religious Experience Leader (List: _____) Other: _____

Types of service I have done (check ALL that apply):

One-time projects for nonprofit On-going service for nonprofit Church ministry Social justice awareness

Interaction with youth Other: _____

I heard about this opportunity through (check ALL that apply):

Flyer Club Rush Announcement at OLLU Mass OLLU Staff/Faculty Member: _____

Email from: _____ Other: _____

ESSAYS: Please respond separately to each essay question from your section and attach the page(s) to this application packet.

Exemption: If you applied to be a mentor in 2020 and were accepted but were unable to participate due to the postponement of the program, check here:
Accepted mentor applicants from 2020 **DO NOT** need to submit an essay.

First Time Mentor Applicant:

- 1) Describe how you have reached out to help others and/or how you have been involved in your community. Elaborate on why you decided to help out or get involved in your community, and what you received in return—that is, what you learned or how it made you feel.
- 2) In your journey of faith, where and how have you encountered God/Providence? How have you responded to that encounter?

Returning Mentor Applicant:

- 1) Now that you've experienced Encuentro, what would you hope to contribute during your 2nd or 3rd year of Encuentro?
- 2) Why do you want to be a mentor for Encuentro again?
- 3) Think back to your previous Encuentro experience. There were 2 main job descriptions, Team Leader (facilitated dialogue and encouraged active participation within the group) and Crew (Consisted of members that helped set up for events and provided hospitality). Please keep in mind that the Encuentro 2021 job descriptions are still under review and could change.
 - a) Describe what you would like to do this year and what you would not want to do.
 - b) Are you still interested in participating in Encuentro 2021, even if you are not selected for your preferred interests?

TRANSCRIPT: To verify that you meet certain minimum standards, print your OLLU student transcript from your WebAdvisor in the OLLU Portal. This should show your name, classes taken at OLLU, hours completed, and cumulative GPA. Talk to the Registrar's Office if you need guidance on how to print this unofficial transcript. Please attach to this application packet.

CERTIFICATIONS

- ✓ I am a full-time student at Our Lady of the Lake University (OLLU) this semester and am in good disciplinary standing with the university.
- ✓ I plan to be an OLLU student in the Fall 2021 semester.
- ✓ I have read all minimum qualifications for college mentors on page 1 of this application and certify that I meet ALL qualifications.
- ✓ I have read all important dates on page 1 of this application and agree to follow these deadlines and responsibilities.
- ✓ I am fully available to attend and participate in trainings all day from June 17 – June 19, 2021.
- ✓ I am fully available to attend and help lead the Encuentro High School Institute all day from June 20 – June 24, 2021.
- ✓ I understand that I will stay in the assigned OLLU residence hall from June 17 – June 24, 2021 and might share a room with another mentor. Even if I live in San Antonio, I understand that staying on campus during this time is important for the program.
- ✓ I understand that after successful completion of all of my responsibilities from now through June 24, I will then be eligible to receive a taxable stipend. If I do not complete any part of my responsibility in a timely manner, I may be released from this position and become ineligible for any stipend or recompense.
- ✓ I understand that this program is grant funded by the Lilly Endowment and is subject to change or cancellation.
- ✓ I understand that due to COVID-19 restrictions, I will be mandated to the wearing of a face covering over the nose and mouth when inside a commercial entity or other building, or when in an outdoor public space wherever it is not feasible to maintain six feet of distance from another person not in the same household. I will also be required to have a COVID test performed within 1 week of the program initial start date and obtain a negative result. Results must be available to be submitted for review by the Encuentro Director or program coordinator.
- ✓ I understand that a picture will be taken of me during the interview process. This picture will be used solely as a means of identification (due to the large number of applicants) and will not be used to determine selection of members. If hired, we will also use the photo for program purposes.

I certify that the information on the application is accurate and complete, and I acknowledge that any omission or inaccurate information could jeopardize my relationship with the Encuentro program. I authorize Mission and Ministry to confirm my eligibility with respective university departments.

Printed Name: _____

Signature: _____

Date: _____