



EOPS/CARE Peer Navigator Position: 2026-2027

Job Summary

The Peer Navigator position provides support to students, faculty, and staff to the MT. SAC EOPS/CARE Department. Peer Navigators have an opportunity to support student retention and success through virtual and in-person engagement with incoming and currently enrolled EOPS/CARE students. Selected Peer Navigators will gain valuable leadership experience and professional development as part of a team designed to support EOPS/CARE students in meeting their academic and personal goals.

The hourly rate for a Peer Navigator is **\$19.50**; Peer Navigators will be offered 15-19 hours (per week) to work in the EOPS/CARE Department. This position requires a one-year commitment, and the assignment will begin in August 2026 and end in June 2027.

Key Responsibilities:

- Create a positive environment for visitors (students, faculty, classified staff, and guests).
- Respond to incoming phone calls and emails.
- Answer questions, refer, and direct visitors to resources and departments.
- Provide general information regarding EOPS/CARE policies and procedures.
- Serve as a mentor for new and current EOPS/CARE students.
- Meet individually with mentors and mentees.
- Attend weekly meetings/training throughout the 2026-2027 academic year.
- Assist with monitoring EOPS/CARE social media and creating promotional flyers.
- Willingness to participate in promotional purposes.
- Serve as a positive role model within the Department and Mt. SAC community.
- Assist and support workshops and activities for EOPS/CARE students.
- Assist with outreach and in-reach to market the EOPS/CARE Program.
- Arrive on time at work, be present, and be engaged during work.
- Be flexible, reliable, and open to learning and growing.
- Participate in committees and special assignments.
- Provide support to the EOPS/CARE Program front counter.
- Manage a cohort of students by providing peer mentorship, monitoring progress, and connecting them to resources to support success and engagement.

Personal Development Outcomes:

- Improve your leadership and interpersonal skills.
- Improve your listening, response, and referral skills.
- Improve your presentation skills and group facilitation.
- Build your social and professional network.
- Enhance your connection with the Mt. SAC community.
- Develop transferable skills to enhance future professional experiences.

Required Qualifications:

- Good Academic Standing (*Not on Progress or Academic Probation*).
- Must have completed at least **24-degree applicable units** at Mt. SAC.
- Must be enrolled in a minimum of **6 units** for **Fall 2026 and Spring 2027** semesters.

- Must be available to **attend weekly Friday meetings** (10 am – noon).
- Must be available to **attend mandatory 3-day training** (August 4-6).

Preferred Qualifications:

- Have a cumulative 3.00 Grade Point Average (GPA) or higher.
- Be a current and active EOPS student.
- Have knowledge of the EOPS/CARE, NextUp/REACH & CalWORKs Program and requirements.
- Have completed 2 EOPS/CARE, NextUp/REACH & CalWORKs Counseling Contacts during Spring 2026 (*If a current EOPS student*).
- Have attended at least one EOPS/CARE workshop/event during Spring 2026.

Applicants must submit all the following materials online:

- [EOPS/CARE Peer Navigator Employment Application \(online form\)](#).
- **Resume:** A resume can include a list of employment experience(s), extracurricular involvement, special interests, and/or leadership experience(s).
NOTE: You must attach a Resume to the bottom of the online application.
- **If selected, please be informed that interviews are scheduled for June 15th to June 18th.**

Application Submission Timeline

Applicants must be familiar with and meet the following dates and deadlines.

<p><u>Optional</u> EOPS/CARE Peer Navigator Employment Information Session via Zoom</p>	<p>Friday, April 24, 2026 1:00pm-2:00pm Thursday, April 30, 2026 2:00pm-3:00pm Monday, May 4, 2026 10:00am-11:00am</p>
Application Due Date	Friday, May 8 th at 11:59 PM
Interviews	June 15 th & June 18 th
Mandatory Training	August 4 th – August 6 th
Employment	Start date: August 2026 End date: June 2027

Any questions can be directed to:

Sandra Aquino - (909) 274-6298 – saquino10@mtsac.edu

