

PEER ADVISER TRAINING SUMMER 2013

FACILITATOR: PA COORDINATORS

Phone: 320-2480 ext 301, 302, 303, 155, 159 and 163

Webpage: <http://www.comfsm.fm>

Course Description and Objectives: Course will cover College of Micronesia students basic regiments; OARR: registration, add/drop & withdrawal process, Business Office: student account, bookstore, dining hall, FAO: FAFSA, required forms & work study, Personal Skills & Other Counseling and Health Services, Safety & Security. The course will also cover COM Student Clubs: HCOP, social science, marine science, PTK, YES.

Objective: The Peer Advisers will be able to exhibits leadership, communication, advising, self-managements, commitment and team building skills with 90% score above the median.

Some things you will need: 1) A three-ring binder to organize your program handouts. 2) A pencil with a good eraser. 3) Drinking bottle, towel, 3 days worth of clothing.

Outline

Date	Activities	Resources	Link to Objective
07/23/13	Introduction -Institutional mission statement, vision, core values, strategic directions and goals, and learning outcomes		SS2. Student progression (ILOs, quality of student life, persistence, retention, completion, graduation)
07/23/13	-The Student Services Department		
07/24/13	Overview of the training		
07/24-25/13	The roles of the peer advisors -Peer Adviser/ Guide Bylaw Characteristics of an effective peer advisor -Leadership skills, communication skills, time management and others		

Process Evaluation: Your commitments to the program will be evaluated daily during the debriefing/Evaluation sessions.

Summative Evaluation: The whole training will be evaluated by a pre/post test. Pretest will be issue out on the first day of training and Posttest will be your exit test. The result will be the Program Learning Outcome (PLO)

Training Policies:

- 1) If you miss a session without a reasonable excuse (sick, urgent matters) you will not be invited for the next session
- 2) Come to session on time.
- 3) Your cellphones will be remove from you and will be return after the sessions.
- 4) All snacks, goodies will be shared with everyone.

Other Policy.

In violation of any COM policies leads to termination from the program

PROPOSED PEER ADVISER TRAINING SCHEDULE
MITC & SEA BREEZE CONFERENCE ROOM
JULY 22 – 25, 2013

Date	Time	Topic	Presenter or Venue
July 22, 2013	3:00 - 5:00 p.m.	Checking-in Pretest	Residence Hall
	5:30 – 6:30 p.m.	DINNER	Dining Hall
	7:00 – 9:00 p.m.	ICE Breaking and STOP-HIV games	Gym
	10:00 p.m	Snoring	Residence Hall
July 23, 2013	6:30 – 8:00 a.m.	BREAKFAST	Dining Hall
	8:30 – 9:00 a.m.	General assembly: Opening Prayer and Reading of College Missions; Welcoming Remarks	MITC SBA officers President or VP
	9:00 – 9:30 a.m.	OARR: registration, add/drop & withdrawal process	Oducado or his designee
	9:30 – 9:45 a.m.	Ice-breaker games	
	9:45 – 10:00 a.m.	Counseling Services	Penselynn Sam
	10:00 – 10:15 a.m.	SNACK	
	10:15 – 10:45 a.m.	Business Office: student account, bookstore, dining hall	Comptroller or his designee
	10:45 – 11:15 a.m.	FAO: FAFSA, required forms & work study	Tetaake Yeeting
	11:15 – 11:45 a.m.	Health Services	Nurse B. Ilon
	12:00 – 01:00 p.m.	LUNCH	Dining Hall
	01:00 – 02:00 p.m.	LRC & MITC	
	02:00 – 03:00 p.m.	Student Clubs: HCOP, social science, marine science, PTK, YES	
	03:00 – 03:15 p.m.	SNACK	
	03:15 – 04:45 p.m.	Safety & Security	Chief Warren
	04:45 – 05:00 p.m.	Debriefing/Evaluation	
	05:30 – 6:30 p.m.	DINNER	Dining Hall
	07:00 – 9:00 p.m.	STOP-HIV	GYM
	12:00 midnight	Snoring	
July 24, 2013	6:30 – 8:00 a.m.	BREAKFAST	Dining Hall
	8:00 a.m.	Depart National Campus	Sea Breeze Conference Room
	9:00 – 10:00 a.m.	Student Conduct Code, Student Grievance and Complaint	Morehna, Mike, Warren
Date	Time	Topic	Presenter or Venue
July 24 (cont.)	10:00 – 10:15 a.m.	SNACK	
	10:15 – 11:15 a.m.	Leadership Skills	
	11:15 – 12:00	Fun Games	
	12:00 – 1:00 p.m.	LUNCH	Sea Breeze
	1:00 – 2:00 p.m.	Group Activity (skit on given topic)	

	2:00 – 3:00 p.m.	Communication Skills	
	3:00 – 3:15 p.m.	SNACK	
	3:15 - 4:15 p.m.	Poster Designing	
	4:30 p.m.	Depart from Sea Breeze	
	5:30 – 6:30 p.m.	DINNER	Dining Hall
	7:00 – 10:00 p.m.	Activities??	Gym
	12:00 midnight	Snoring	Residence Hall
July 25, 2013	6:30 – 7:45 a.m.	BREAKFAST	Dining Hall
	8:00 a.m.	Depart National Campus	
	8:30 – 9:30 a.m.	Discuss the orientation program	
	9:30 – 10:00 a.m.	Time Management	PA Coordinators
	10:00 – 10:15 a.m.	SNACK	
	10:15 – 11:45 a.m.	Value exercise	PA Coordinators
	12:00 – 1:00 p.m.	LUNCH	Kaselehlie Diner
	1:00 – 2:00 p.m.	Wrap Up	
	2:30 – 3:30 p.m.	Election of new officers, presentation of Certificates, & evaluation of PA training	
	3:45 p.m.	Depart from Sea Breeze	
	4:00 p.m.	Check-out from RH (those who reside in Kolonia to Madolenihm may want to check out in the morning then no need to return to campus after training)	