The Peers who work with Student Services provide assistance by disseminating general College information. The Peers work hours may vary and are assigned according to the need at a particular time with the department.

**REQUIREMENTS:**
- Applicants must be attending Cerritos College.
- Applicants **MUST** have at least 12 units completed at Cerritos College at the time of hiring process.
- Grade point average **MUST** be at least 2.0 for all hourly employees. It is expected that a 2.0 GPA will be maintained during employment.
- All students must successfully complete the CG 100/CG 200 within one (1) year of employment.
- Applicants must be 18 years or older.
- All Peers **MUST** attend In-Service meeting when scheduled.
- Students need to be familiar with the services and procedures of Cerritos College
- Ability to communicate politely and effectively with other people. Experience in working with diverse backgrounds is preferred.
- A responsible and hard working student.
- Employment will be for a twelve (12) months on a TEMPORARY BASIS, as needed in registration, orientations & workshops.

**JOB DESCRIPTION:**
- Public speaking during workshops, registration and Counseling & Guidance courses.
- Assist Student Service Staff to disseminate general College information.
- Provide general campus directory information.
- Assist with completion of admissions application.
- Assist with Fall, Spring, and Summer term registration.
- Provide information and assist during Success Workshops.
- Provide information and assist during New Student Orientations.
- Lead tours during New Student Orientation.
- Direct students to appropriate campus services.
- Distribute College registration forms.
- Provide information regarding location and dates of Assessment testing.
- Provide registration information, including dates and procedures.
- Attend **mandatory** in-service meetings and training when scheduled.

**EXPECTATIONS:**
- Demonstrate a good attitude
- Serve as a positive role model