

COLUMBIA UNIVERSITY
ACADEMIC SUCCESS PROGRAMS
SUMMER BRIDGE PROGRAM

Residential Counselor

Specific duties and responsibilities:

- Assist in peer counseling and tutoring pre first-year students;
- Develop and supervise recreational activities;
- Complete student evaluation forms;
- Attend orientation and staff meetings;
- Assist instructors in classroom activities;
- Monitor classroom attendance;
- Supervise evening and weekend activities; and
- Other tasks as assigned.

Total Compensation for Duration of Service:

- \$3,200 (2 payments of \$1,600 each)
- Housing for the duration of the program and training
- Three meals per day on weekdays
- Two meals per day on weekends
- Access to the Dodge Fitness Center

Projected Payments: One payment in July 2023 and the other in August 2023*

**Dependent on timely submission of your tax forms (W-9/W-8BEN), and confirmation of your profile set-up for the payments.*

Duration of service: July 6, 2023 – August 9, 2023

Residential Counselors are an integral part of the Summer Bridge Program and must be in good academic standing. This offer is conditional pending grade review.

I understand that if found in violation of the Residential Counselor duties and responsibilities or engage in inappropriate behavior, while carrying out the duties and responsibilities, my role can be terminated.

I understand and agree to the aforementioned duties and responsibilities of a Residential Counselor during the Summer Bridge Program.

