

# Munson Fellow Position Description

## 2023-2024

Munson Fellows are essential members of the Honors College team and play a major role in developing the close connections between students in the Honors first year community. A successful Munson Fellow is committed to actively engaging with students and building a positive and supportive community that includes all first year Honors students, whether residential or commuter. Candidates should exemplify the following characteristics:

- Committed to creating an inclusive community where all individuals are respected and valued
- Maintains a genuine curiosity in understanding the perspectives of others different from them
- Excited about building relations and genuinely connecting to others
- Values a well-rounded education and seeks learning opportunities out of the classroom setting
- Is organized and has skills to balance academics, position responsibilities, and social commitments
- Prepared to live with, mentor, and serve as a role model for first-year Honors students

### Conditions of Employment

- Maintain good standing in the Honors College which includes:
  - Holding at least a 3.30 cumulative GPA (and a minimum 3.20 semester GPA)
  - Taking at least one 3-credit Honors course each year
  - Pursuing the General Honors Award and Honors Degree (if applicable)
- Maintain a positive standing with the Office of Student Conduct, and abide by all university policies as well as local, state, and federal laws.
- Complete all required housing contract obligations as required by the Office of Residence Life & Housing

### Overview of Position

Munson Fellows are named for Dr. Burnaby Munson, an influential chemistry professor at UD who was instrumental in creating the Honors experience. He instituted Wednesday night study breaks and left a generous fund for faculty engagement activities to continue. As upper-division leaders in the Honors College, Munson Fellows help facilitate the first-year experience. They serve as peer mentors to students who live in their residential section as well as to those who commute from home.

### Specific Responsibilities

*Active Engagement with all first-year Honors students.*

- Arrive early to campus and assist with freshman check-in, as needed
- Advertise and promote opportunities for involvement in UDHC (FYF, HPB, HENS, HVSA, PACCT, Honors Ambassadors, etc.)
- Be familiar with the University's support services and refer students when appropriate
- Develop collaborative working relationships with the Resident Assistant staff toward the development of a positive social and academic community

*Serve as an Honors College peer mentor.*

- Define at least two ways mentees can contact you
- Be present and available on the floor – visibility builds community
- Connect mentees to other peer mentors and Honors staff as appropriate
- Contact and meet with an assigned group of mentees regularly and consistently
- Conduct individual academic check-ins during the first 6 weeks of each semester

*Be a good academic and personal role model.*

- Make good judgments in personal decisions
- Balance academics, social commitments with position responsibilities
- Fully adhere to the UD Code of Conduct and Residence Life & Housing regulations
- Actively participate in Honors College events, lectures, and activities

*Plan section events consistently and according to agreed upon themes and timeline.*

- Offer a variety of activities at a variety of times
- Ensure commuter students have a way to engage with their residential peers
- Collaborate with other Munson Fellows to build a bigger network and share workload

*Implement and promote activities for the entire first-year community.*

- Plan and participate in the Honors New Student Kick-off
- Plan signature events such as Dr. Munson's Study Breaks, Faculty Chats, Major Mixers, and the Coffeehouse talent show
- Plan large-scale community events that interest and engage students

*Participate in all required professional development and training sessions.*

- Participate in all training sessions, including asynchronous and in-person training prior to the start of Fall semester
- Attend Munson Fellow meetings (bi-weekly)
- Meet regularly with the Co-Curricular Coordinator for 1-on-1 meetings

### **Compensation**

Current compensation for Munson Fellows includes a stipend. The stipend for Munson Fellows in 2023-2024 will be \$3200, paid over the course of the fall and spring semesters. The Honors College also covers the fees for early fall semester arrival to coincide with training expectations.

Note: Munson Fellows do not receive a room fee waiver. Munson Fellows who live in single rooms pay the fee for a single room with air conditioning. Munson Fellows who live in double rooms pay the fee for a double room with air conditioning. Please see the Residence Life & Housing website for current rates.

### **Additional Benefits**

- Mentoring training and experience providing guidance and support to peers
- Creative thinking and problem-solving experience
- Increased confidence and ability to communicate with others
- Camaraderie among the Munson Fellows team
- Developing genuine relationships with people with different interests and experiences
- Connection to the Honors College staff and a greater awareness of opportunities

### **Notice of Non-Discrimination, Equal Opportunity and Affirmative Action**

The University of Delaware does not discriminate against any person on the basis of race, color, national origin, sex, gender identity or expression, sexual orientation, genetic information, marital status, disability, religion, age, veteran status or any other characteristic protected by applicable law in its employment, educational programs and activities, admissions policies, and scholarship and loan programs as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable statutes and University policies. The University of Delaware also prohibits unlawful harassment including sexual harassment and sexual violence.

For inquiries or complaints related to non-discrimination policies, please contact:

Danica A. Myers  
Director, Office of Equity and Inclusion & Title IX Coordinator  
305 Hulihan Hall, Newark, DE 19716  
302-831-8063  
[titleixcoordinator@udel.edu](mailto:titleixcoordinator@udel.edu)

For complaints related to Section 504 of the Rehabilitation Act of 1973 and/or the Americans with Disabilities Act, please contact:

Elizabeth Reed  
Director, Office of Disability Support Services  
Alison Hall, Suite 130  
Newark, DE 19716  
302-831-4643  
[ecreed@udel.edu](mailto:ecreed@udel.edu)  
OR contact the U.S. Department of Education - Office for Civil Rights.