Call for Applications:
Graduate Mentor – McNair Research Scholars Program
(2025 Summer Session A – In-Person: June 23 – Aug 1)

The UCLA McNair Research Scholars Program helps first-generation, low-income, and underrepresented students identify and apply to graduate school programs, conduct independent research projects, and prepare for graduate school entrance exams. McNair Mentors lead seminars, conduct workshops, and hold individual mentoring appointments.

McNair Mentors meet with McNair students to discuss research agendas and the graduate school application process including researching and choosing graduate programs, preparing personal statements and statements of purpose, obtaining letters of recommendation, and funding. Mentors also assist McNair students in developing their research proposal, literature review, and senior thesis. For more information about the McNair Research Scholars Program, please visit our website at https://www.aap.ucla.edu/programs/mcnair-research-scholars/

This *in-person* program and position runs Summer Session A (June 23 – Aug 1, 2025). Training will also be held in-person mid-June.

Job Responsibilities:
- Group mentoring of McNair students seeking to pursue graduate school
- Individual mentoring appointments with McNair students and undergraduate students involved in or seeking to become involved in undergraduate research
- Outreach to academic departments, faculty, other AAP and Division of Undergraduate Education units, and the Graduate Division on behalf of McNair
- Organize faculty and student roundtables in various academic disciplines
- Assist in the continued development of McNair
- Prepare students for presenting their research and assisting with the UCLA National McNair Research Conference

Eligibility Criteria:
- Currently enrolled UCLA graduate student during the time of appointment with a minimum GPA of 3.0, making normal progress towards the graduate degree as outlined by Graduate Division and departmental guidelines, and enrollment in a minimum of 12 units for each quarter of appointment
- Demonstrated cross-cultural sensitivity
- Excellent interpersonal and communication skills
- Interest in working with and assisting McNair students and alumni who are interested in research and pursuing degrees in the humanities, arts, social sciences, and life sciences
- Interest in working with low-income, first-generation college students

- **Able to work up to 20 hours per week – 50% appointment**
  - o Graduate students with summer funding or fellowships that restrict work will need to verify that they can work 50% time for the summer.

Compensation and Title:

- Hourly rates: **$25.20** for individual tutoring/mentoring; **$30.20** for group tutoring/mentoring
- The payroll title for the position is "**Tutor Graduate**." The tutor position is covered by the collective bargaining agreement between the University of California and the UAW for the Academic Student Employee Unit
- The appointment includes in-state fee remissions and GSHIP as long as eligibility is maintained (12 enrolled units per quarter of appointment, overall GPA of 3.0 and above, working at 50% time). This position is subject to the UCLA Academic Apprentice Personnel policies for UCLA Graduate Students: https://grad.ucla.edu/funding/working-at-ucla/academic-apprentice-personnel-manual/.

Application Process:

Applications will be accepted and call remains open until all positions are filled. Complete applications will be reviewed as they are submitted beginning **April 7, 2025**. A completed application includes:

- A cover letter stating how you meet the criteria and how you would contribute to strengthening the McNair Research Scholars Program
- Curriculum vita
- Evaluations from students, if any
- An unofficial copy of your most recent graduate transcript

Please submit your completed application *electronically* to via email: **McNair_.ektnvec9u0wfr7zm@u.box.com**

Contact McNair Assistant Director, Dr. Iris Lucero, if you have any questions:

Dr. Iris Lucero
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