The Center for Student Engagement
Orientation Assistant Application 2012-2013
New Student

Due: October 26th at 4:30pm ■ Orientation Office 205 DeNaples Student Forum

Description:

Orientation Assistants assist in the implementation and evaluation of the 2013 Orientation and Fall Welcome programs and act as a mentor for incoming freshmen and transfer students.

Time Commitment (mandatory):

Training retreat	January 25-27, 2013
Spring Transfer Orientation	January 28, 2013 (Snow Date: January 29, 2013)
Training Sessions	Spring Semester: Fridays from 11am – 12:50pm*
Orientation sessions	Session I & II: July 7-12, 2013
	Sessions III & IV: July 14-19, 2013
Fall Welcome Training Session	August 20-21, 2013
Fall Transfer Orientation	August 22, 2013
Fall Welcome	August 23-25, 2013

Compensation & Benefits

These are voluntary leadership positions.
Housing and meals will be provided for Orientation sessions.
Meals will be provided for Fall Welcome.

Qualifications

- Good academic standing with a minimum grade point average of 2.5. No exceptions. GPA will be checked in January and June.
- Good disciplinary standing
- Leadership potential & experience
- Excellent interpersonal & communication skills
- Knowledge of & commitment to the mission of The University of Scranton
- Ability to work effectively with a diverse group of constituents (new students, parents, orientation assistants, faculty, staff…)
- Completion of successful interview process
- Must be available for all requirements, including retreat, training sessions, summer orientation sessions and Fall Welcome.
- Preference given to applicants who are: enthusiastic, outgoing, personable, fun, confident/assertive, respectful/understanding, flexible, responsible, goal oriented, diverse interests, committed, creative, motivated, organized, campus involvement and leadership ability.

Application process- New Applicants

Completed application form due October 26th to the DeNaples Student Forum-DeNaples 205
Individual Interview (sign up when you submit your application)
Group Interview (sign up when you submit your application)

**Attendance is mandatory for all training sessions. Please plan your class schedule accordingly. If you have a class in your major that is only available during the time of training, you may be excused with permission. Please see Shannon Murphy Fennie (shannon.murphyfennie@scranton.edu) for further clarification.*

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Name:_____ Circle Class of: 2016 2015 2014

School Address:_____ Cell Phone:_____

Home Address:_____ City : _____State:_____Zip:_____

E-mail:_____ Cumulative GPA:_____

Major:_____ Minors/Concentrations:_____

I give permission for the Director of the Center for Student Engagement to verify my grades and discipline record:

Signature:_____ Royal ID number: _____

Sessions you will attend (must check at least 2 sessions and Fall Welcome)

_____ Session I: July 7-9
_____ Session II: July 10-12
_____ Session III: July 14-16
_____ Session IV: July 17-19
_____ Fall Welcome: August 20-25 *(Fall Welcome is REQUIRED for all OAs unless you are an athlete in season or a Resident Assistant)*

Current Involvements

Involvement	Position/Office	Length of Time Involved

Please include a **current resume** with this application and a typed response to the following questions:

1. Describe your personal characteristics and past experiences that will enable you to be an effective Orientation Assistant.
2. What do you feel are the most significant challenges or concerns facing new students entering The University of Scranton?

Please make sure you include your name on the header of each piece of paper.