

SPARK Leader 2024

What is SPARK?

SPARK is a mandatory program for new first-year students. SPARK 2024 is comprised of four one-day sessions in June (June 14, 17, 19 & 21st), as well as a variety of virtual components connecting with new students and their families. SPARK offers students and their families the opportunity to begin their journey at Marquette University and prepare for their upcoming transition to college. Learn more through our website at marquette.edu/spark

Overview of Position

Working with New Student & Family Programs is an opportunity for personal growth and professional leadership development. Each year, a diverse team of mature and dedicated students are selected to assist with SPARK. During this experience, **SPARK Leaders** serve as resource for students and their guests by helping answer questions, assisting with check in, managing events throughout the day, etc.

Requirements

In order to be eligible to work with New Student & Family Programs, applicants must:

- Be a full-time undergraduate Marquette University student now through the Fall 2024 semester.
- Be in good academic and disciplinary standing at the time of their selection through June 2024.
- Have and maintain a minimum cumulative GPA of 2.5. GPAs are calculated as of the semester prior to selection.

Responsibilities

- Perform job assignments including greeting guests, providing directions, assisting with check-in, staffing of social events.
- Distribute information to new students and families about the services and resources available at Marquette.
- Maintain a peer leadership environment with open communication among staff members and Student Directors.
- Serve as a representative of Marquette and execute all duties in a professional manner.
- Other duties as assigned.

Mandatory Dates

As a high-level leadership position within New Student & Family Programs, we require full commitment to the role of SPARK Leader, especially during our June SPARK season. SPARK Leaders are required to fulfil the commitment on June 14, 17, 19 and 21. We ask that on these days, you do not have other scheduled commitments such as working another job, a summer course, appointments, etc.

- 1 SPARK Training date in the Spring Semester (*exact date will be distributed if selected for the role*)
- June 10 – June 13: SPARK Training
- June 14
- June 17
- June 19
- June 21

*Assistance will also be required to help with our virtual SPARK program which will take place the last week in June. Leaders will be responsible for connecting online with their assigned virtual group.

Remuneration

SPARK Leaders will be paid a stipend of \$600 (pre-tax). Summer housing is not provided for this position. Lunch and dinner will be provided during SPARK training dates and the SPARK in-person dates.

Application Process

Applications are due February 23rd, 2024, at 12pm CST. Interviews for the position will start February 26th and run through March 8th.

1. Submit your [Qualtrics application](#) by February 23rd, 2024, at 12pm CST.
2. An email will be sent to your Marquette email with an invitation to interview upon reviewing applications