

ORIENTATION

Applications due Monday, February 15 at midnight

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 Orientation. **Orientation Leaders** serve as group facilitators, resource people, and role models for new students and family members.

Mission of New Student & Family Programs

New Student & Family Programs intentionally creates programming (Winter Orientation, SPARK, New Student Orientation, and Family Weekend) to:

1. Foster a welcoming environment in which students and their family members are introduced to the mission and core values of the Marquette community.
2. Introduce students to the opportunities and responsibilities they will have as students.
3. Provide connections with other new students, returning students, and other community members, to begin to explore how they will fit in at Marquette.
4. Create opportunities to consider the complex transitions and changes associated with pursuing a college education.

Position Description

Requirements

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

- Be a full-time undergraduate Marquette University student at the time of submitting their application and during the Fall 2021 semester.
- Be in good academic and disciplinary standing at the time of their selection and throughout New Student Orientation.
- Have and maintain a minimum cumulative GPA of 2.30. GPAs are calculated as of the semester prior to selection.

Responsibilities

- Facilitate four small group discussions for 15-20 new students throughout five days
- Perform job assignments including greeting guests, providing directions, assisting with check-in, staffing of social events
- Attend and help motivate all new students to attend New Student Orientation events
- Distribute information to new students and family members about services and resources
- Maintain a peer leadership environment with open communication between all staff members and the Student Directors of New Student & Family Programs
- Participate and engage fully in all training sessions
- Serve as a representative of Marquette and execute all duties in a professional manner
- Other duties as assigned

Mandatory Dates

As a short-term leadership position within New Student & Family Programs, we require full commitment to the role of Orientation Leader, specifically during Spring Trainings and from August 20 - August 29. Please hold these dates going forward.

Additional Details

Orientation Leaders are awesome volunteers who get to come early to campus to assist with new students' transitions. Housing will be provided during Orientation training if needed. Many meals will be provided during Orientation and Orientation Training. Orientation Leaders receive snuggly Orientation shirts & SWAG, meet new amazing peers, and have a leadership experience of a lifetime.

Questions? Contact New Student & Family Programs at newstudentprogs@marquette.edu

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How To Apply

Your application is not complete until you fulfill these steps.

1. Before you begin, watch our [7-minute Info Session](#) so you know all the information you need to succeed.
2. Review this **Orientation Leader Position Description**.
3. Prepare your materials before you fill out the [Orientation Leader application](#). You'll need:
 - Your updated resume PDF (titled Last,First_Resume.pdf)
 - Your square headshot (titled Last,First_Headshot.png or .jpeg)
 - Your short answer response ready to copy and paste (1500 character max).
 - New Applicant: What are some unique qualities or characteristics that make you stand out from your peers, and how might those qualities or characteristics be an asset to the Orientation Leader position?
 - Returning Leader: What did you learn in your previous leadership position to apply this year, and how you will challenge yourself to greater leadership on our staff?

Interviews

You will receive an email notification by Monday, February 22 if you are selected for an interview. Interviews will take place from March 1 - 4, and you will be asked to select a time that works for you.

New in 2021: if you have held a significant leadership position at Marquette, you may not be required to complete an interview. You will, however, need to provide contact information for a Marquette professional staff for us to verify your previous position.

2019 Staff – we hope to also be in person in August 2021!



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