Join the MassBay SOAR Orientation Team!

We’re excited that you are interested in becoming an Orientation Leader this summer!

Please review the attached Orientation Leader Requirements and Responsibilities. We hope that after reading these, you will be even more interested in the position.

All materials included in this packet are due to The Office of Student Development
(Wellesley Hills Campus, Room 130 or Framingham Campus, Room 100)
No later than Wednesday, February 27, 2013

If you have any questions, please call Julie Schleicher, Coordinator of Student Activities and Orientation at 781-239-3053 or stop by the Office of Student Development.
MassBay Orientation Leader
Requirements and Responsibilities

Orientation Leaders (OLs) assist new students in making the academic and social transition into MassBay. Working with professionals from the Office of Student Development, OLs help staff Orientation sessions approximately 18 hours a week throughout the summer, so that incoming students have an enjoyable, productive day and connect with members of the MassBay community.

To be hired as an Orientation Leader, students must:

- Be enrolled in classes for the Fall of 2013
- Be in good academic standing (minimum cumulative GPA of 2.0), along with good financial and judicial standing
- Be open to expanding their knowledge of Massbay Community College
- Possess strong interpersonal and communication skills
- Be reliable, responsible, and flexible
- Be interested in and willing to help others
- Make a commitment to work the following:
  - Approximately 25 hours in April and 25 hours in May
  - Approximately 18 hours per week for June-August
  - Participate in training sessions

Orientation Leaders will:

- Participate in scheduled training sessions for which they will be paid
- Assist in the preparation of Orientation programs and activities
- Interact with new students to answer questions and to help them feel more comfortable at MassBay
- Acquaint new students with campus facilities and services
- Assist with orientation activities and events; check-in, presentations, and group activities
- Provide other assistance as requested

Compensation:

- OLs will be compensated at an hourly rate of $10 for training, office/prep work, and orientation.

Remember the deadline to apply is Wednesday, February 27, 2013
Name: ___________________________________________ Student ID#: ________________

Current Address: ____________________________________________________________

____________________________________________________________________________

Cell Phone Number: _________________________ Home Phone #: _______________________

E-mail Address: ________________________________________________________________

Credits completed at MassBay: _________________________ GPA: _______________________

Please answer the following questions and return to the Office of Student Activities no later than **Wednesday, February 27, 2013**.

1. Why do you want to be an Orientation Leader?

2. Describe your personal strengths and weaknesses relevant to this position.

3. What skills do you wish to gain through your experiences as an Orientation Leader?
4. What skills will you bring to the Orientation Leader position?

5. Please list any activities, organizations, or classes that you feel have prepared you for this position.

6. What one or two pieces of advice would you like to give new MassBay students?

7. Please add any additional information that you feel might help us get to know you better.

SIGNATURE: _______________________________ DATE: __________________________

ALL APPLICATION MATERIALS SHOULD BE RETURNED TO THE OFFICE OF STUDENT DEVELOPMENT BY Wednesday, February 27, 2013