



Center for Engaged Teaching and Learning
Old Main 101

2018-2019 Orientation Leader Application

Please type or print legibly. Return to Old Main 101.

Personal Information

Full Name _____

Local Address _____

Permanent Address _____

Summer Address _____

MSU email address _____

Please note: We will communicate regarding the application process, training and other responsibilities via this address.

Student ID # _____ Local Phone Number _____

Academic and Other Activities

Have you been an MSU student for a least a year? Yes No

Major _____ Minor _____

Number of MSU Credits _____ Grade Point Average _____ When do you plan to graduate? _____

Do you reside in an MSU Residence Hall this year? Yes No

Will you be residing in an MSU Residence Hall next year? Yes No

Positions Available (check all that you are interested):

Student Group Leader – This position will lead groups of 10-15 students through the summer orientation program. Leaders will be responsible for providing information to incoming student, assisting in their registration process, and leading ice breaker activities. Leaders will need to be available for the following dates: **April 20, May 31, June 1, 28, 29, July 20, and August 16** and may be asked to assist in the days prior to orientation (as needed). Leaders may also elect to be a Welcome Weekend Leader

Please return this application to Julie Keller, Old Main 101, no later than November 9th, 2017

Administration Leader – This position will assist MSU faculty and staff with the operational aspect of the orientation process. This will include assisting in preparing for orientation in days leading up to each orientation program, as well as, assisting on the day-of with activities such as set-up, floating from task to task, assisting incoming students with registration, and take-down. Leaders will be asked to assist with office work associated with orientation programming, including call-jobs, copying, emailing, and equipment organizing. Leaders will need to be available for the following dates: **April 20, May 31, June 1, 28, 29, July 20, and August 16 and may be asked to assist in the days prior to orientation (as needed).**

Guest/Family Leader - This position will lead assist with Guest/Family programming, both during the summer orientation programs and during the first day of Welcome Week. Leaders will be responsible for providing information to guests and families who are attending orientation programming and leading tours for this specific group. Leaders will need to be available for the following dates: **April 20, May 31, June 1, 28, 29, July 20, and August 16**

Welcome Week Leader - This position will lead groups of 10-15 students through the Welcome Week program. Leaders will be responsible for providing information to incoming student, leading both educational and activity blocks, and leading ice breaker activities. Leaders will also participate in a service project in the community with their assigned group. Leaders will need to be available for the following dates: **August 17-20.**

All leaders will be required to attend extensive training, which will take place in January – May and August. Attendance at training is mandatory.

Questions

Please respond to each question on a separate-typed sheet of paper.

1. Why are you interested in becoming a MSU Orientation/Welcome Week(end) Leader?
2. Please list your extracurricular/job activities and/or what you have participated in at MSU, another college/university, and high school and how it will influence your role as a Transitions Leader.
3. As a student, what resources (academic or engagement) have you used?
4. What are hobbies or activities in which you like to participate?

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Agreement

Please enter your initials for each of the following statements indicating that you have read and understand the information.

I certify that all the information included in this application is correct and true to the best of my knowledge.

I am able and willing to provide proof of eligibility to work in the United States at the time of hire.

I hereby authorize staff in the Center for Engaged Teaching and Learning to access my academic and judicial records.

Print Name

Signature

Date