Orientation Leader Application
2019-2020 Academic Year (Due Friday, February 1, 2019)

ABOUT US
The Orientation Leaders of the University of Idaho are a selective group of students who share their experiences, knowledge, and time with incoming Vandals, families, and other guests during New Student Orientation.

RESPONSIBILITIES OF ORIENTATION LEADERS
Orientation Leaders responsibilities include, but are not limited to; transitioning new students to life at the University of Idaho, providing information about campus resources, helping new students navigate campus, being a positive role model for all Vandals. To accomplish these tasks Orientation Leaders are trained and peer mentored by the Director of Orientation, Orientation Programming Student Coordinator, and Senior Orientation Leaders on subjects ranging from admission and enrollment, residence life, Greek life, diversity and inclusion, and more.

QUALIFICATIONS
Persons seeking to become a member of the Orientation Leader team should actively demonstrate dedication, enthusiasm, good communication skills, commitment, dependability, responsibility, respect for self and for others, leadership skills, strong academic merit, and most importantly, spirit and pride for the University of Idaho.

Candidates must have a cumulative GPA of 2.5 or better.
(GPA's will be evaluate by the most recent copy transcripts)

Orientation Leaders must be able to conduct a walking tour of campus (often walking for up to two hours), stand for extended periods of time, lift around 20-25 pounds, and assist with set up and tear down of events.

MINIMUM EXPECTATIONS

1. Be enrolled as a full-time student (12 credit hours minimum) as the University of Idaho
2. Commit to full participation through at least August 2019
3. Maintain a 2.5 cumulative grade point average while serving as an Orientation Leader
4. Pass a Driver's License background check
5. Sign and adhere to a contract outlining responsibilities and expectations
6. Attend mandatory trainings
7. Attend mandatory meetings
**BENEFITS**
Throughout your experience and service as an Orientation Leader, you will experience many personal and professional benefits that go well beyond monetary compensation such as:

- **Public Speaking and Communication Skills:** Being able to communicate information in a clear and engaging way is a skill that will serve you well throughout your life. As an Orientation Leader, you will have many opportunities to develop and strengthen these skills by giving tours to many different types of groups of varying sizes, share your unique UI experience, and build relationships with incoming students.

- **Customer Service:** Orientation Leaders should always represent the University of Idaho in a positive, friendly, and encouraging manner. You will learn what it means to provide the highest level of customer service, the impact of New Student Orientation, and how to ensure each student enjoys their campus experience.

- **Networking:** You will have the opportunity to meet campus administrators and other important figures. You will also have the opportunity to network with students you may otherwise have never encountered, by doing so, you build lasting relationships for future interactions.

- **Changing Lives, One at a Time:** As an Orientation Leader, you have the satisfaction of knowing you play an integral role in the success of The University of Idaho. Many of our current Orientation Leaders can tell you about a time they met a student on-campus who explained the reason they have had such a great experience at UI because of their experience at New Student Orientation and/or because of their orientation leaders! Perhaps you are one of those students...

- **Leadership:** Your experience as an Orientation Leader hinges on what you put into it. If you are interested in gaining leadership skills within our program, there are positions of a higher caliber you can work towards. These positions are reserved for our very best, and include an increase in hours, pay and responsibility.

- **Friendship and Memories:** At the end of the day, being an Orientation Leader is much more than a job on campus; it’s a rewarding experience that will create lasting friendships and great memories.

**COMPENSATION**
Orientation Leaders are compensated $9.00/hour (or higher based on experience) for all work including the training process.

Orientation Leaders are permitted to have other jobs, either on or off campus, and are encouraged to be involved in other campus activities-provided that these jobs and activities do not interfere with the various dates, duties, and responsibilities of being an Orientation Leader.
APPLICATION PROCESS AND CHECKLIST
KEEP THIS PAGE FOR YOUR RECORDS!

Application Due: Your application and attachments can be turned in to Ashley Morehouse at the Campus Visit Office, located on the first floor of the Bruce M. Pitman Center, or emailed to orientation@uidaho.edu. NO LATE APPLICATIONS WILL BE ACCEPTED.

Interviews: If you are selected for an interview, you will be notified via email.

Decision Day: Chosen applicants will be notified by no later than February 8. All persons selected will receive an email and phone call.

Training Dates: Both the Spring Training Retreat and Fall Training Dates are required:

- Spring Retreat: April 12-13
- Fall Training: August 18-25
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A complete application consists of this cover page, essay questions, and your resume. Applications must be submitted no later than Friday, February 1, 2019.

Complete applications can be submitted in person to Ashley Morehouse in the Campus Visit Office, located on the first floor of the Bruce M. Pitman Center, or by email to orientation@uidaho.edu. Please make sure that you enclose all application materials within an envelope and write your name on the front of the envelope.

COMPLETE ALL ITEMS (please print clearly)

PERSONAL INFORMATION

Full Name: ___________________________________________________ Student ID: ____________________________

Local Address: ______________________________________________________________________________________

Cell Phone: ___________________________ VandalMail Email Address________________________

ACADEMIC AND OTHER INFORMATION

Current Class Standing (circle one)

Freshman      Sophomore      Junior      Senior

Expected Graduation Date:_________________________ Major:_________________________________________________

Current Accumulative GPA:_________________________ (this will be verified)

Are you a transfer student from another institution? Yes______ No_______

Do you live on campus?

Yes______    No______    If yes, where? ________________________________

Were you recommended/encouraged to apply by a current Orientation Leader?

Yes______    No______    If yes, who? ________________________________

REFERENCES

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By signing below, I verify that all information disclosed on this application is accurate to the best of my knowledge; and I release permission to the Office of Admissions & Campus Visits to review my cumulative grade point average for the purpose of verifying my academic standing.

Signature: ___________________________ Date: ___________________________
ESSAY QUESTIONS
Part of your application involves responding to short essay questions. Responses should be typed on a separate page, and together should not exceed more than one page, single sided.

Question - Choose and answer ONE of the following:
- What do you hope to learn and gain from your experience as an Orientation Leader team member?
- What do you believe is the most important quality an Orientation Leader should possess?

RESUME
Provide a full resume which includes any current and former employment history and job duties, plus any extracurricular activities (clubs and organization, Greek Life, volunteer work, etc), and any awards or distinctions.