

We hope that you will consider “Sharing Your Gifts” and want to have the opportunity to be a role model and a friend to our incoming students. Our Orientation Leaders are a vital part of the Orientation experience.

By working as a Orientation Leader you gain valuable skills and experiences that can help you reach your career goals. As an Orientation Leader, you will:

- Be responsible for leading small group conversations with incoming JCU students
- Serve as a role model, friend, confidant, and resource for a diverse group of students
- Facilitate social and educational activities
- Train in the areas of helping/listening, communication skills, diversity/multicultural awareness, leadership styles, and ethical decision making/problem solving.

It is difficult to tell you exactly what we are looking for in an Orientation Leader. There is not one type of an OL. However, as a whole, Orientation Leaders are people who know themselves and who are concerned for the well-being of others. Overall, we are looking for responsible individuals who are interested in impacting the lives of the incoming class of John Carroll students by creating a community amongst their small group that is fun, respectful, educational, supportive of differences, and safe. We want to hire students who will support and promote the mission, goals, and objectives of the Office of Orientation and John Carroll University.

Please check out the Orientation website at www.jcu.edu/orientation before you complete the application process.

For more information, please contact:

Dr. Kyle O’Dell
Director of Orientation & Leadership Programs
kodell@jcu.edu



Timeline

November

3: Information Meeting

OL Applications available in OrgSync (refer to instructions for accessing the forms)

4: Information Meeting

23: Orientation Leader applications due by 5pm in the Office of Residence Life

December

6: Group Process Session I from 1-4pm.
(Check-in begins at 12:30pm)
Group Process Session II from 6-9pm.
(Check-in begins at 5:30pm)
Location - Dolan Science Center Atrium

7: Invitations for Interviews sent

8: OL Interview sign-ups begin in the Office of Student Activities (You must sign up for your interview by December 11)

January

11: OL Reference Forms due by 5pm in the Office of Residence Life

19: OL Interviews begin

February

1: OL Selection e-mails sent to all candidates

March

Staff retreat (TBA)

May 24 - June 4: Orientation Leader summer training

June - July: Orientation Sessions take place

August 18-24: Final Orientation and Streak Week

Mission

As a Jesuit Catholic university, John Carroll inspires individuals to excel in learning, leadership, and service in the region and in the world.

The Office of Orientation strives to provide a quality transition experience for our incoming students, whether they will be a college student for the first time or will be coming to John Carroll with experience on other campuses.

Terms of Employment

- Candidates must have a minimum 2.5 GPA, both cumulative & for the previous semester.
- Candidates and selected staff may not be on any judicial or academic probation.
- Candidates must be planning to register as full-time students for the fall of 2010.
- Candidates can not be registered for summer classes.
- All OLs (both returning and new) must attend Summer Training from May 24 - June 4. All RAs must move in either between 1:00 - 4:00 on May 21 or between 8:00 - Noon on May 24. Every candidate who accepts a position is expected to attend OL Training in its entirety. No outside commitments (including classes) are allowed during this time.
- All Orientation sessions and training are **mandatory**. OLs may not have any other commitments on the following dates:

Training:

May 24 - June 4

Orientation Sessions:

June 8/9, 15/16, 21/22, 24/25, 28/29

July 1/2, 7/8, 12/13

August 23/24 or 24/25 (TBD)

Streak Week:

August 25 - 29 (select dates/times)

Compensation

All Orientation receive a free double room as a single for the summer and a \$2,800.00 stipend for the summer. Most meals are included during training and during Orientation sessions.

The Process

Finalists will be chosen based on qualitative and quantitative evaluations.

THE APPLICATION - 15%

The process begins with the application. Please be thorough when completing your application. Remember that this is our first impression of you, so be sure to be thorough and professional.

THE REFERENCES - 10%

You must get two references. Please use the provided forms and return them to the Office of Residence Life by January 11, 2010.

THE GROUP PROCESS SESSION - 25%

You will participate in a series of activities that are aimed to see how you function within a team or group setting. You will rotate through 3 group exercises where you will be teamed up with other student leader candidates to complete certain tasks. Members of the current Residence Life and Orientation staffs will serve as evaluators.

THE INTERVIEW - 50%

Each applicant will have a 45-minute interview with members of the Orientation Leadership Team. Questions will be asked to help the interviewers assess your qualifications for this position. Questions are practical and philosophical. The **ONLY** right answers are the ones that will reveal how you honestly think and/or feel on any issue presented.

Past University judicial records will be reviewed and may be discussed during the interview process.

