

New Student Orientation 2021

Orientation Leader

Position Description

Orientation (OR) Leader is a volunteer student-leadership position. The Orientation Leader works directly with other Orientation Leaders, Orientation Peer Leaders, Coordinators of New Student Orientation, and the Director of Student Activities. In addition, the OR leader serves as an extension of the Office of Student Affairs.

Candidates for this position will be expected to maintain a positive, service philosophy and have an appreciation for the legitimate and genuine representation of Hendrix College. Most importantly, the Orientation Leaders will assist in helping new students succeed at Hendrix College by aiding them in understanding and adjusting to their college experience.

The Orientation Leader will have a profound influence on the development of new students at a crucial and transformational time. Therefore, it is vital that members selected for this position exert a strong positive influence. ***Any Orientation Leader found to be exhibiting less than a positive, beneficial influence on the new students (including using drugs or alcohol or being under the influence at any time during training or Orientation Week) will be dismissed from this position.***

Specific Responsibilities:

- Serve as the link between Hendrix College and its new students.
- Serve as peer resource advisors to new students in many aspects of college and personal life.
- Act as peers when developing positive social interaction within their Orientation group.
- Serve as role models by participating and encouraging participation of other leaders and new students in all Orientation programs.
- Assist the Orientation Peer Leaders and provide leadership and guidance to the new students while on the Orientation trips.
- Attend and participate in all fall training sessions: **August 14 – August 16**
- Participate and encourage participation of other leaders and new students in all Orientation Programs: **August 17 - 23, 2021.**
- Assist in the evaluation of all Orientation programs and events.

Study Abroad, Athletics, RA's, EPA's, etc.

- Any student that is currently studying abroad (spring 2021) may apply for a position on the team
- Any student that plans to study abroad in the fall may also apply, so long as they plan to remain in the country through the entirety of Orientation
- Student athletes are highly encouraged to apply. We will work with your practice schedules throughout OR week so that you can manage both roles. You must be able to attend the entirety of the OR trip, however.
- RA's and EPA's are also encouraged to apply. Again, we will work with your training schedules to make sure you can meet all your expectations for both roles.
- If you have an off-campus job, we will work with you to devise a plan for attending the most important aspects of training in order to accommodate your work hours as best we can. However, you would need to be able to take off work for the entirety of the Orientation trip.

Personal Characteristics Helpful for This Position

- Ability to work well within a team framework
- Adaptability and flexibility
- Concern for others
- Dependability and initiative
- Enthusiasm
- Friendliness and approachability
- Great leadership abilities/potential

- Self-confidence and assertiveness
- Strong communication skills

Criteria for selection will include many factors. Some of these factors include:

- Ability to work with a diverse population of people
- Ability to interact positively with peers and faculty/staff members
- Demonstrated ability to promote a positive influence toward others
- **Good conduct/judicial standing**
- **Minimum cumulative G.P.A. of 2.25**

Please make sure that you read through this entire document before you submit your application. It is very important that you follow all of the steps in the application process in order to be considered an applicant for the position of Orientation Leader.

Link to the Orientation Leader Application

<https://forms.office.com/r/Yc4E6sBDky>

Link to the Orientation Recommendation Form *(please copy and paste this link and send to the people that are submitting your recommendation form)*

<https://forms.office.com/r/fQbsL5Y57u>

- ******At least 1 recommendation should be from a Hendrix College faculty or staff member.****** Recommendations may also come from fellow students, *but they must be graduating seniors.*
- *Returning OR team members (anyone that has been on the OR team before) only need one reference form from a Hendrix faculty or staff member.*

Selection Process

Materials Due:

- The application must be submitted by **4:00 p.m. on Friday, April 30th**. The application requires you to upload a picture of yourself as well as a resume.
- Your references must also submit their reference form for you by 4 PM on Friday, April 30th.

Selection Process:

- Due to the limited time we have to select team members, we will need to alter our usual selection process for the Orientation team. More details will be sent to all applicants closer to the application deadline.