Orientation Arrow Application

*Keep this page for your reference*

Job Description
The role of the Orientation Arrows is invaluable to Fall Orientation and Welcome Week at Ursuline College. Orientation Arrows represent Ursuline by welcoming new students to campus, and striving to make them feel comfortable and confident in this new phase of their lives. Orientation Arrows work as a team of upperclass students, whose goal is to successfully acclimate new students to the Ursuline College environment, thus promoting long-term success. Some ways in which the Orientation Arrows achieve this goal includes:

- Welcoming new students as they arrive on campus, assisting with move-in
- Talking to parents and families, and answering questions about Ursuline
- Leading small group discussions on issues of transition and success at Ursuline
- Sharing with students what it is like to be an Ursuline College student
- Implementing all aspects of Orientation and Welcome Week programming
- Encouraging involvement in social activities during Orientation and Welcome Week
- Answering questions about the College and campus policies
- Assisting students who are having a difficult time during their first week at Ursuline

Expectations
As an Orientation Arrow, you are expected to fulfill the following requirements of the position:

- Collaborate with Orientation Team Advisors (OTAs) and other members of the Orientation Arrows team
- Attend and actively participate in the spring semester training session on Saturday, March 13
- Attend and actively participate in Arrows Training tentatively - August 17, 18, 19, 20
- Attend and actively participate in the entire Fall Orientation tentatively - August 22, 23
- Attend and actively participate in assigned portions of Welcome Week – August 24, 25, 26, 27, 28
- Reside on campus throughout training, move-in and Fall Orientation, and for commuters possibly Welcome Week
- Respect all incoming students and strive to make their Orientation experience successful
- Adhere to all College policies, as well as position expectations and guidelines established by the Office of Student Activities
- Positively represent Ursuline College
- Wear the assigned attire throughout Orientation and Welcome Week in order to be identifiable in the OA role

Benefits
- Opportunity to be a role model and leader to new students
- Opportunity to move on campus early if you are a resident student
- Orientation t-shirt and other give-aways
- $100 stipend for new Orientation Arrows, $150 stipend for returning Orientation Arrows

Additional Opportunities
- A group of Orientation Arrows will be selected to assist with summer Academic Orientation sessions. There will be an additional training commitment in the spring and a commitment of working several days in the summer to welcome new students.
- A group of Orientation Arrows will be selected to assist with Parent Orientation. There will be an additional training commitment in the spring and a commitment of working several days in the summer to work with parents.

Return completed applications to: Office of Student Activities, Mullen 130. Or via e-mail to ckirschner@ursuline.edu.

Priority will be given to applications received by Tuesday, February 2.

In addition to the application, the selection process includes the following:

- Group Interview Activity (for new applicants only): Sunday, February 7, from 1:30-3:30
- Individual Interview (for all applicants): Times available on February 4, 9, 11

Questions?? Contact Claudine Grunenwald Kirschner at 440-449-2638 or e-mail ckirschner@ursuline.edu.
Orientation Arrow
Application

First Name________________________________  Last Name_________________________________

Permanent Address____________________________________________________________________

City________________________  State______  Zip__________  Phone _________________________

For Residents: Hall Address ___________________________  Hall Phone ______________________

Ursuline E-Mail _______________________________________  Cell ___________________________

Major _______________________________________________________________________________

Name you prefer on nametag ___________________________________________________________

Circle GPA (kept confidential):      Below 2.0     2.0-2.4     2.5-2.9     3.0-3.4     3.5-4.0

Circle class rank in Fall 10:   Freshman     Sophomore     Junior     Senior     Grad

Do you anticipate graduating in May of 2011?  Circle:     Yes     No

Did you transfer to Ursuline College?  Circle:     Yes     No

Circle one:   Traditional-Age Student   Non-Traditional-Age Student

Circle one:   Resident     Commuter

Did you attend Orientation as a new student?  Circle:     Yes     No

Circle T-Shirt size:     XS     S     M     L     XL     XXL     3X

List a faculty, administrative or work reference who can speak to your leadership and teamwork
abilities:
Name:  ________________________________________________  Phone:  ______________________

Relationship to you:  _________________________________________________________________

Continued on second page...
List Campus Activities and Organizations with which you are involved: ________________________
__________________________________________________________
__________________________________________________________
__________________________________________________________

List Community Activities outside of Ursuline with which you are involved: ____________________
__________________________________________________________
__________________________________________________________
__________________________________________________________

List Work Experience: _________________________________________________________________
__________________________________________________________
__________________________________________________________
__________________________________________________________

Describe what you would like to contribute to Orientation: ___________________________________
__________________________________________________________
__________________________________________________________
__________________________________________________________

Describe what you like best about Ursuline College: _______________________________________
__________________________________________________________
__________________________________________________________
__________________________________________________________

Are you interested in the additional Parent Orientation Arrow position? Circle:     Yes     No
A group of Orientation Arrows will be selected to assist with Parent Orientation. There will be an additional training commitment in the spring and a commitment of working several days in the summer to work with parents.

Are you interested in the summer Academic Orientation Arrow position? Circle:     Yes     No
A group of Orientation Arrows will be selected to assist with summer Academic Orientation Days. There will be an additional training commitment in the spring and a commitment of working several days in the summer to welcome new students.

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