2020 Orientation Student Leader
Position Description

Orientation Student Leaders are responsible for introducing and acclimating first-year students to Western Michigan University. The mission of the Western Michigan University Orientation program is to provide a comprehensive experience which will aid new students in their transition to the institution, expose new students to the educational opportunities within WMU, integrate new students into the academic and campus life of the institution, increase the retention rate of new students, assist parents of new students to understand the University environment and services, and enhance parental and family awareness of issues facing college students.

QUALIFICATIONS
- 2.7 minimum grade point average at the time of application and during employment.
- Undergraduate student, enrolling in both spring and fall 2020 semesters.
- Good disciplinary standing with the University.
- Quality communication skills.
- Ability to relate well with students, parents, families, faculty, and administrators.
- Demonstrate interest in helping others.
- Good organizational skills and flexibility.
- Ability to work as an effective and productive team member.
- Commitment to diversity and inclusion.
- Physically and mentally able (with reasonable accommodations) to perform in an intense work environment, including very long days.

COMPENSATION
- On-campus housing from May 6 through July 6, 2019
- On campus meal plan from May 6 through July 3, 2019
- $3400 salary

TIME COMMITMENT
- Leader Training class (approximately 40 hours per week) from May 6 through May 31.
- Work Orientation sessions (40-60 hour weeks) from June 1-30.
- Orientation Leaders may not enroll in courses or hold another job during Summer I.
- Required to live in the residence halls from May 6 – July 6, acting as a mentor and assisting residence hall staff while the first-year students are on campus.
- Attend all official Orientation functions (receptions, banquet, group pictures, picnics, etc.)

SELECTION PROCESS
- Application process begins December 2 at 8 a.m. and closes February 10 at 8 a.m.
- Apply online at wmich.edu/transitions
- Candidates will complete one group process and one individual interview (choose dates on application)
  - Group Process dates: February 11, 12, 13, 20, and 21
  - Individual interview dates: Various slots from February 11-28
- Decision day is March 18. All candidates will be notified via email
Questions? Contact the Office of Student Transitions at (269) 387-2167 or e-mail, orien-intern@wmich.edu