Central Connecticut State University

ORIENTATION LEADER APPLICATION
2020 NEW STUDENT PROGRAMS

Orientation Leaders (OLs) are an integral part of orienting all new students to CCSU and helping them feel connected to CCSU. Through intentional programs aimed at helping new students assimilate to college life, OLs are an elite group of student leaders that have found their way to give back to the campus and share their pride of CCSU with the rest of the campus!

Join our team of exceptional student leaders!

Important Timeline Information:
- October 25th: Deadline for OL Applications
- October 31st – November 27th: First Round of Interviews
- December 13th or January 24th: Second Round of Interview
- Week of February 1st: Applicants will know their status

Application Information:
Completed applications may be dropped off in the New Student Programs Office, SC Room 106, or sent electronically to Candis Nunez at st_cn5463@ccsu.edu.

New Applicants will need to:
- Complete the entire application,
- Submit one professional letter of recommendation
  - (from a supervisor, advisor, professor, or past employer)
- Participate in an interview during the week of 10/31-11/27

Returning Applicants will need to:
- Complete the entire application,
- New Student Programs Office will request a statement of recommendation from their summer of 2019 OL partner
- Participate in an interview during the week of 10/31- 11/27

If you have any questions about the OL position, please call the New Student Programs Office at (860)832-1234 or email orientation@ccsu.edu

*Last Updated August 30th, 2019*
Please keep this 2-sided sheet for your records as it contains important timeline information, orientation and training dates, and responsibilities, qualifications and requirements of the Orientation Leader Position.

**IMPORTANT DATES & INFORMATION**

**APPLICATION DEADLINE:** Friday, October 25th

**TRAINING DATES:**
- Wednesday May 27th – Friday May 29th
- August 13th

**OVERNIGHT PROGRAMS:**
- There will be 7 Overnight Programs throughout the month of June

**ONE DAY PROGRAMS:**
- There will be two One Day Programs

**TRANSFER STUDENT ORIENTATION:**
- There will be three Transfer Programs

**MOVE IN DAY:**
**OPENING DAY:**

* All Orientation Leaders must attend all trainings and every orientation day in their entirety to be eligible for the position. OLs will be expected to clear all other commitments in advance, including employment, to be able to hold the position. Orientation Leaders will be receiving monetary acknowledgment for their service. Housing is provided throughout the duration of the Overnight Programs

**RESPONSIBILITIES, QUALIFICATIONS AND REQUIREMENTS**
- Actively participate and be engaged in all scheduled training & orientation programs
- Serve as a resource to incoming students and their families during the Orientation Program.
- Lead Orientation groups of incoming students, which will allow students to meet others, make connections, and ease their transition into CCSU.
- Be supportive and active throughout the orientation training and orientation program.
- Develop and facilitate relationships amongst students, parents, and the CCSU Community.
- Must be reliable, responsible, punctual, confident, flexible, and display a willingness to help.
- Demonstrate good communication skills, humor and energy.
- Demonstrate a desire to learn about the University, its policies, its people and its programs.
- Must be full-time undergraduate student, have a minimum 2.0 GPA and be in good disciplinary standing.
- Must be able to work with a diverse student population and be inclusive when interacting with fellow students, parents, faculty and administration.

*Last Updated on August 30th, 2019*
PLEASE ENSURE YOU HAVE READ THE PRECEDING PAGES & CAN MEET ALL REQUIREMENTS AND RESPONSIBILITIES

1. Personal Information:

<table>
<thead>
<tr>
<th>^Name – First and Last</th>
<th>(Preferred Pronoun)</th>
<th>^Student ID#</th>
<th>(^Current Cum. GPA)</th>
</tr>
</thead>
<tbody>
<tr>
<td>__________________________________</td>
<td>_________</td>
<td>_____________</td>
<td>____________</td>
</tr>
</tbody>
</table>

|^Email address - CCSU| (Primary phone #)| |
|____________________|____________|________|

|^Street address, City, State| (Zip Code)| |
|________________________|___________|__________|

|^Exp. Grad. Year| (^Major)| (^Minor, if applicable) |
|________________|________|________________|

2. Employment History
Please list your last two places of employment (CCSU or other) with two forms of contact for the supervisor (phone/email):


3. Residency Information:
As of now, what is your anticipated Fall 2020 residency status? (Circle one):

- Residence Hall student
- Commuter student

4. Have you been an Orientation Leader at CCSU before?

- Yes If yes, what year(s) ____________________________
- No

5. What “school” are you part of? (Circle one):

SEPS  SEST  SOB  CLASS  Exploratory

6. How did you hear about this opportunity?

a. Were you referred by anyone? ____________________________

7. Please list any co-curricular activities you have been involved with on campus (i.e., clubs, organizations, sports)?

8. Please type brief responses to the following questions and attach to this sheet:

a. In your own words, how would you define the role of an Orientation Leader?
b. Why do you want to be an Orientation Leader, and what do you hope to gain from the experience?
c. What are some of the important things that new students should learn during Orientation, and what role do Orientation Leaders play in ensuring this happen?
RECOMMENDATION FORM FOR NEW ORIENTATION LEADER CANDIDATES

Applicant Name: ___________________________  Applicant’s Signature: ___________________________

This individual has applied for the position of Orientation Leader at Central Connecticut State University for the 2019-2020 academic year. You can assist us in the selection process by evaluating the student and making comments in the areas listed below. Should you have any questions regarding this form or the position responsibilities, please contact the Student Activities & Leadership Development office at (860)832-1999.

Please turn in all recommendations by **February 20, 2019** to the Student Activities and Leadership Development Office, Student Center 201, or electronically to **m.greenstein@my.ccsu.edu**.

Thank you for your time and assistance.

--------------------------------------------------------------------------------------