

**New Student Programs
Towson University**

**Orientation Leader (OL)
Position Description 2009**

Qualifications

- Must be currently enrolled as a full-time student at Towson University, have completed at least two semesters at Towson by summer 2009, and be returning to TU as an undergraduate for fall 2009.
- Be in good academic and disciplinary standing (minimum cumulative GPA of 2.25).
- Display good interpersonal, communication, and leadership skills.
- Demonstrate the ability and desire to work with diverse groups of people.
- Demonstrate a commitment to campus and/or community extracurricular involvement.

- *Special note: Those considering additional forms of employment and/or campus involvement should understand that this position will conflict with other positions on campus. For example, students pursuing Resident Assistant positions, student teaching in the fall of 2009, or those playing a fall sport, would not be able to fulfill both roles. This is a semester-long position requiring your commitment and attention on a regular basis. It is important that you not over-extend yourself in other forms of employment and/or other leadership positions on campus while you are an Orientation Leader.*

Responsibilities

- Assist in creating a positive transition to Towson University for new students.
- Lead a group of new students through their orientation program.
- Serve as a peer leader/resource to your FYE group, working closely with their First Year Experience Advisor throughout the fall semester.
- Facilitate icebreakers and lead discussions on transition topics with new students.
- Acquaint new students and family members with campus services and building locations.
- Be a part of and support a diverse orientation staff.
- Exercise responsible judgment, good humor, flexibility, and patience.
- Foster an environment that helps new students develop an identity as TU community members.

Expectations

- Attend one spring 2009 training event.
- Attend August training beginning on Monday, August 24, 2009.
- Participate fully in the fall 2009 orientation program, keeping your schedule completely free of outside responsibilities.
- Attend two fall 2009 staff meetings (each lasting one hour). Multiple dates and times will be offered.
- Work one hour per week, throughout the fall semester, to contact and correspond with students in your FYE group as well as your assigned Orientation Team Leader (OTL).
- Respond promptly to all orientation email correspondence using your Towson University email account.

Benefits & Compensation

- Gain significant leadership experience while enhancing your employment marketability and career opportunities.
- Develop professional relationships with faculty, staff, and other students.
- Earn an hourly wage starting at \$7.00 per hour (rate is higher for returning OLs).
- OLs will also have the opportunity to work extra hours during Welcome to Towson events to earn additional money.