Towson University New Student and Family Programs
Orientation Leader Application FAQs

Who are Orientation Leaders?
OLs are the students who drive the orientation process for almost 5,000 students and over 3,000 family members each summer. Responsibilities include, but are not limited to:

- Represent and model all the positive qualities of a TU student
- Assist in the welcoming and transitioning of our incoming students to Towson University
- Lead sessions on particular topics important to new TU students
- Serve as a positive resource for students and family members who may have questions
- Familiarize new students with campus services and building locations
- Foster an environment that helps new students develop an identity as TU community members
- Encourage student involvement as members of the TU campus community

What are the available positions?
New Student and Family Programs will be accepting applications for Orientation Leaders. Any student can apply to be an OL, including past members of the Freshman Transition Program (FTP) and students who transferred to Towson University from a 2-year or 4-year school.

New Student and Family Programs strongly encourages student leaders who have experience working with transfer students, U.S. Veterans, students with mental and/or physical disabilities, first generation college students and those who are fluent in a foreign language (Spanish preferred) to apply.

Why should I apply to be an Orientation Leader with New Student and Family Programs?
If you are selected as an OL, you will receive the following benefits in addition to getting paid:

- Increased leadership and communication skills
- Opportunity to lead training seminars for your peers
- Interaction with a wide variety of faculty, staff, and other important TU people
- Ability to welcome new students to a supportive and thriving campus environment
- Chance to use your skills and make NSFP programming much better!

What is the time commitment of an Orientation Leader?
Each orientation leader will work between 3-4 days a week over the summer for a total of 33-37 hours a week.

Mandatory training sessions will be scheduled for Spring 2019, in addition to a week-long training session in early June 2019.

New Student Orientation is scheduled to take place from June through August 2019. Welcome to TU will take place from August 22 – September 2, 2019.

Orientation Leaders will work from June 2019 through the first week of classes (August 26-September 2, 2019). Additional hours may be available through the first six weeks of classes up until Family Weekend (dates TBD).
What are the pay and requirements of serving as an Orientation Leader?
Orientation Leaders must meet the following requirements:

- Be willing to engage with different constituencies depending on the program, including families, campus staff, faculty, academic advisers, and other student staff
- Must have a 2.5 cumulative GPA by the end of the Spring 2019 semester and be in good standing with the Office of Student Conduct and Civility Education
- Must be a full-time enrolled undergraduate student at Towson University during the Spring 2019 and Fall 2019 semesters
- Must live in a Towson University residence hall (on-campus housing provided for free for OLs) or live in the Towson area during Summer 2019
- OLs who want to take summer courses must take online/distance learning where they do not have to be in a classroom and have pre-approval from the Office of New Student and Family Programs
- Orientation Leaders meeting those requirements earn a wage of $10.10/hour for up to 33-37 hours/week.

I want to learn more about the experience- how can I talk to previous OLs?
Any student who wants to be considered for an Orientation Leader position is strongly encouraged to attend one of our interest sessions:

Monday, February 4th, 6:00-6:30 pm in Tower D Lounge
Monday, February 4th, 7:00-7:30 pm in CLA 2120
Tuesday, February 5th, 2:00-2:30 pm in CLA 2120
Tuesday, February 5th, 6:30-7:00 pm in Res Tower Multipurpose Room
Wednesday, February 6th, 7:00-7:30 pm in Marshall Multipurpose Room
Thursday, February 7th, 7:00-7:30 pm in Residence at 10 West Multipurpose Room

During these sessions, you will learn more about the position, what is required to be considered, benefits, and learn from past Orientation Leaders about their experiences.

Sounds good! How can I apply to be an Orientation Leader?
You will apply via the Towson Career Center’s Handshake portal. All Towson students have access to Handshake using their NetID and password, and a Handshake FAQ sheet can be found here.

You will be asked to upload a resume to Handshake at the time of application. If you are unsure on how to complete a résumé, visit the Career Center (in 7800 York Road) or at http://www.towson.edu/careercenter/students/skills/resume.asp to learn more.

Handshake will then take you to an external Google form, which includes submitting your StrengthsQuest strengths (see below) and some short essay prompts. Please fill out all pieces of the application thoroughly and accurately.

The application asks for my top 5 strengths. What if I haven’t completed a StrengthsQuest survey yet?
Before you submit your application, go to http://towson.gallup.com and take the StrengthsQuest survey. It takes between 30-45 minutes to complete. Once you have your top 5 strengths, complete the application.

Do I need recommendation letters or a transcript?
You don’t need to submit recommendation letters or a transcript for the position. However, you will be asked for permission by NSFP to check your GPA and student conduct record.

Once I apply, what are the next steps?
Once you submit your application, the next step is the interview. Candidates who apply will be invited to sign up for an individual interview on February 13, 14, 15, 18, or 19. Group interviews will be conducted on February 22.