

# Alvernia Opportunities for Leadership Position Description 2017-2018

## Position: Orientation Assistant

**Description:** An Orientation Assistant (OA) is a current Alvernia University student who plays an integral role in New Student Orientation (NSO). The main role of all OAs is to assist in making our new students feel welcome. OAs also answer any questions our new students or their families might have, or direct the new student to the appropriate person to answer the question. They are an integral part of the behind-the-scenes work that happens during New Student Orientation. They will work as a team to do set-ups, take photographs, aid with check-ins, etc. This is a great role for anyone wishing to start out as a leader on campus.

**Benefits:** First and foremost, the Orientation Team (O-Team) has FUN! OWLs look back on their experience and are extremely proud of the vital role they played in the lives of our new students. OAs develop leadership skills, meet new people, and have the opportunity to move back onto campus earlier than the rest of the returning students. OAs are also compensated with 2 T-shirts, community service hours, and additional swag (as budgets allow).

### Requirements:

- Complete and submit the attached AOL Application by February 10<sup>th</sup>.
  - Participate AOL Mega-Selection Interview Day on Sunday, February 26<sup>th</sup> from 8am-5pm
  - Participate in all AOL Mega-Training on Friday, April 7<sup>th</sup> – Sunday, April 9<sup>th</sup> (more details will come soon, but please reserve that weekend to be on campus)
  - Attend OWL and OA training on Sunday, August 19<sup>th</sup> through Wednesday, August 23<sup>rd</sup>, 2017 (you must attend each day in its entirety).
  - Participate in all activities relating to New Student Orientation on Thursday, August 24<sup>th</sup> through Monday, August 28<sup>th</sup>, 2017. \*Please Note: ALL OWLs and OAs will be expected to assist with Check-In and Move-In on Thursday morning of New Student Orientation.
  - Be in good academic & disciplinary standing (as of the end of the Spring 2017 semester).
- Resident Assistants (RAs) may not be Head OWLs due to the role they will have during NSO.