**Orientation 2020**

**Orientation Leader Application**

**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Class Standing** (So, Jr. etc): \_\_\_\_\_ **UIN:**

**Major(s):** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Minor(s)**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**I am applying to be a** *(X the appropriate line)***:** \_\_new OL \_\_2nd yr. OL \_\_3rd yr. OL \_\_\_\_ OL/Spanish Interpreter

**Athlete** *(circle one/fill in appropriate blank)***:** Y (Sport): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or N

**Transfer Student:** *(circle one)* Y or N Commuter Student**:** *(circle one)* Y or N

**Living Learning Community** *(circle one/fill in appropriate blank)***:** Y: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ or N

**UIS Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Cell phone:** (\_\_\_\_\_)\_\_\_\_\_\_\_\_\_\_\_\_\_ **Can you download Group Me?** Y or N

**Local Mailing Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Do you plan to take classes this summer?** *(circle one)* Y or N **If Yes, how many hrs?** \_\_\_\_\_\_\_\_

**On Ground or Online Classes** *(circle one)*   **Do you have a valid Driver’s License:** *(circle one)* Y or N

**Are you willing/able to a drive university van if needed**: *(circle one)* Y or N

**Language(s) You Speak Fluently: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Academic Requirement***

\_\_\_\_\_\_\_\_ *(initial here)* I certify that I am not on academic probation due to a shortfall in credit hours AND that I am in good standing with the University.

***Position Requirements***

\_\_\_\_\_\_\_\_ *(initial here)* I have reviewed the Employment Calendar. I understand that I will have to fully participate in all Orientation activities, including retreats, training, staff meetings, summer orientation sessions, and August training and programs. I will schedule other commitments during times that I am not expected to work.

\_\_\_\_\_\_\_\_ *(initial here)* I have discussed my desire to work for NSOPR with my family and have shared the Employment Calendar with them.

***Who will be sending us Recommendations:*** Please identify the two people you have asked to complete a recommendation form for you, so that we may be sure to include them in your file. It is up to you to ask these individuals to write recommendation and send the Recommendation Form found at [go.uis.edu/Apply2bOL](http://go.uis.edu/Apply2bOL), and confirm they have sent it to lmcgu2@uis.edu in New Student Orientation & Parent Relations by Friday, May 29, 2020 at 5 p.m.

Name Office Title (if applicable)

Name Organization Title (if applicable)

***- Over -***

***Questions*** Please answer the following questions in a Word doc, then upload with your resume and this completed application form when you apply for the position on Career Connect. Please make sure you put your name on all additional pages):

For New Orientation Leaders:

*1. In what ways do you show enthusiasm for UIS?*

*2. What does it mean to you to be punctual and how do you ensure you are punctual?*

*3. What has been your most memorable experience at UIS so far?*

*4. What makes you a good role model for new students?*

*5. What does hard work mean to you?*

For 2nd, 3rd, & 4th year Orientation Leaders: In addition to responding to questions 1-5, please answer the following:

*6. Please describe two experiences with your Orientation group last summer (one positive and one negative), include how you contributed to the positive and overcame the negative.*

*7. As an Orientation Team member, what do you think you did particularly well last year?*

*8. What did you learn as an Orientation Team member and what do you hope to learn next year?*

***Permissions***

I give my permission to the Director of New Student Orientation and Parent Relations, Lisa McGuire, to verify information on this application and check my standing with the university academically and behaviorally.

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_

**This application, completed questions, and resume should be sent through Career Connect by applying for the position by Thursday, May 28, 2020 at 11:59 p.m.**

All Recommendation Forms need to be received by the Director of NSOPR by 5 PM, Friday, May 29.