

Responsibilities:

- Have a working knowledge and understanding of the College and be able to accurately and effectively express this knowledge & understanding to incoming First Year students and their parents.
- Represent Curry College in a professional and appropriate manner.
- Motivate students to attend all Orientation events including Welcome Weekend 2019.
- Discuss & facilitate conversations concerning First Year student issues & concerns with your group.
- Participate fully in all Orientation activities. These include:
 - ❖ Accepted Student Day - Saturday, April 6 (staff table or be present at reception)
Spring Training Days - TBD
 - ❖ Orientation Leader Retreat (off-campus)
 - ❖ Sunday, April 7
 - ❖ Orientation Leader Training:
 - ❖ Training Move-In: Monday, June 3
 - ❖ Training: until session 1
 - ❖ Sessions (OLs must be back by 4pm the night before each session to meet/prepare):
 - ❖ Wednesday, June 12 – Thursday, June 13
 - ❖ Monday, June 17 – Tuesday, June 18
 - ❖ Thursday, June 20 – Friday June 21
 - ❖ Move-out:
 - ❖ Saturday, June 22 by 12pm (leaving early on Friday, June 21 will not be permitted)
 - ❖ Welcome Weekend 2019
 - ❖ **Must be able to attend Retreat, trainings, and Orientation Sessions.**

Expectations:

- Participate fully in all activities & trainings
- Plan ahead. Please review your summer calendar and priorities before submitting your application.
- Make Orientation your top priority through training & orientation. Other job responsibilities, taking a class, getting an internship, family commitments, seeing friends, etc. are not legitimate excuses for missing the scheduled training and orientation events.
- Guests and alcohol/drugs of any kind are strictly prohibited throughout training and orientation.
- Participate in any evaluation meeting that is scheduled following the program if it is scheduled at a mutually convenient time.
- Must be in good-standing with the college (financially, academically & judicially) in order to serve as an OL.

Compensation:

- On-campus housing during the Orientation program
- Meals during the duration of training and orientation sessions
- Approximately 100 hours at the current MA minimum wage for hours worked

By signing below, I commit to the position outlined above and I acknowledge that I have received and understand the Orientation Leader responsibilities and expectations and will uphold them to the best of my ability.

Your Name: _____

Signature: _____

Date: _____