

# Orientation Leader Application

PTV and SOAR

**Deadline is February 29<sup>th</sup> by 5:00 PM**

**Please consider applying for an Orientation Leader position for the upcoming summer.** SOAR (Summer Orientation, Advising, and Registration) and PTV (Prologues, Transitions, & Viewpoints) are being planned and coordinated by a collaborative group of university staff and students, who have come together, and this is our big opportunity to team up. Orientation has been important for many of you as incoming new students. If you had a great experience and want to share that with other new students consider joining our Orientation team.

**\*Unfortunately due to training and position requirements you cannot serve as a Resident Advisor and an Orientation Leader at the same time.**

## **Stipends are paid to all leaders chosen!**

We're looking for students with time to give to our incoming students. If chosen as an Orientation Leader, you must be able to serve during at least one of the five SOAR overnight programs during June, July and August. You must also be able to serve during the entire week of PTV occurring the last week of August. We encourage leaders to do as many SOAR dates as their schedule permits. Stipends are paid to all volunteers who serve.

PTV and SOAR Dates are as follows: 6-12/13, 6-19/20, 7-10/11, 7-24/25, and 7-31/8-1. PTV runs from 8/23- 8/29. Training for both programs will be required, April 27-29 and August 18-22. **You must be able to attend both training sessions to serve as an Orientation leader!**

## OR 2008 Leader Application: Applicant Info

This application will hopefully demonstrate to the Orientation staff that we are attempting to assemble the best group of people to work for the program. Our exceptional diversity at UDM provides the greatest wisdom because we see from so many different points of view and we can be more welcoming to all our new students regardless of where they come from.

Your complete application, including this form, printed responses to the questions below, and three letters of reference, should be stapled together and submitted to the Orientation Office. Please slide your complete application under the Orientation door **by February 29, 2008** (The Orientation Office is located right next to the Student Life Office). You will receive e-mail verification that we have received your completed application. Please **keep a copy** of everything in case something gets misplaced. Thank you for applying! If you have any questions or comments E-mail to: OR2008@udmercy.edu

### Personal Information: *(Please print!)*

Name \_\_\_\_\_  
Last First M.I.

E-mail \_\_\_\_\_@\_\_\_\_\_

Home Address \_\_\_\_\_  
City St Zip

Social Security Number (to facilitate payroll if selected) \_\_\_\_\_

If Residence Hall student: Hall Address \_\_\_\_\_ SUMS box \_\_\_\_\_

Hall Phone 993-\_\_\_\_\_ Home Phone (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Cell phone or pager (\_\_\_\_) \_\_\_\_\_

Year of Study:  1<sup>st</sup>  2<sup>nd</sup>  3<sup>rd</sup>  4<sup>th</sup>  5<sup>th</sup> or later Major \_\_\_\_\_

We would like to have the option to request your GPA, to be sure that you are in good academic standing. May we do so? Your check in the YES box and your initials give the Registrar the right to let us check.  YES, you may request my GPA. (Initial here, please \_\_\_\_\_)

### Employment Information:

Please list the most recent jobs you've held: ***You may attach a resume if you wish.***

Employer	From	To	Work performed	Contact Name & phone

Next part of your application - responses to five questions!

## OR 2008 Leader Application: Questions

### **UDM's MISSION**

*The university of Detroit Mercy, a Catholic university in the Jesuit and Mercy traditions, exists to provide excellent student-centered undergraduate and graduate education in an urban context. A UDM education seeks to integrate the intellectual, spiritual, ethical and social development of students.*

**OR 2008 Mission: To understand UDM' Mission, to engage ourselves in the mission through our collaboration in the Orientation programs, and to invite the new students to join us in this.**

Orientation is a great time, and the Orientation Staff has a long tradition of generosity and hospitality. We believe it is time to think deeper about the UDM Mission. Candidates applying for a OR 2008 leader position are asked to demonstrate by their responses to the following questions how the UDM Mission relates to the mission of the Orientation program.

Please re-type these questions and write a clear, concise and well-thought out response to each of the following questions. You are not restricted to using one page for each response on a *single* side of 8½ x 11 paper. Please use as much space as necessary to clearly communicate your responses to each question. Use your experiences at UDM and elsewhere to support your responses.

1. What have you done to foster your own **intellectual** development, and that of others?
2. What have you done to foster your own **spiritual** development, and that of others?
3. What have you done to foster your own **ethical** development, and that of others?
4. What have you done to foster your own **social** development, and that of others?
5. Why do you want to put your time and energy into OR 2008?

### Returning Leaders Questions

1. Discuss what the Orientation program means to you.
2. Discuss what the Orientation program should mean to freshman.
3. Discuss in detail **three** qualities that you learned about your leadership ability while you served as an Orientation Leader in the past.

### **Next part of your application - Reference Letters!**

Included on the following page are three copies of the note we ask you to give to the people who you are requesting letters of reference from. Please cut them apart and give them each a copy. PLEASE notice that they are asked to return their responses to you, and you are responsible to include all of them as part of your completed application.

## Orientation Staff Applicant Letters of Reference – a guide to writers:

### UDM's MISSION

The University of Detroit Mercy, a Catholic university in the Jesuit and Mercy traditions, exists to provide excellent student-centered undergraduate and graduate education in an urban context. A UDM education seeks to integrate the intellectual, spiritual, ethical and social development of students.

OR 2008 Mission: *To understand UDM' Mission, to engage ourselves in the mission through our collaboration in the Orientation programs, and to invite the new students to join us in this.*

The student who asked you to provide a reference letter supporting her/his candidacy for a position as a **2008 Orientation Student Leader** is given the above pair of Mission statements. Your letter will serve their candidacy best if you are able to express how you have seen them develop and integrate their own intellectual, spiritual, ethical, and social development. Please give your reply directly to them, because they are responsible for completing their own application materials. Thank you for your time.

Orientation Team

## Orientation Staff Applicant Letters of Reference – a guide to writers:

### UDM's MISSION

The University of Detroit Mercy, a Catholic university in the Jesuit and Mercy traditions, exists to provide excellent student-centered undergraduate and graduate education in an urban context. A UDM education seeks to integrate the intellectual, spiritual, ethical and social development of students.

OR 2008 Mission: *To understand UDM' Mission, to engage ourselves in the mission through our collaboration in the Orientation programs, and to invite the new students to join us in this.*

The student who asked you to provide a reference letter supporting her/his candidacy for a position as a **2008 Orientation Student Leader** is given the above pair of Mission statements. Your letter will serve their candidacy best if you are able to express how you have seen them develop and integrate their own intellectual, spiritual, ethical, and social development. Please give your reply directly to them, because they are responsible for completing their own application materials. Thank you for your time.

Orientation Team

## Orientation Staff Applicant Letters of Reference – a guide to writers:

### UDM's MISSION

The University of Detroit Mercy, a Catholic university in the Jesuit and Mercy traditions, exists to provide excellent student-centered undergraduate and graduate education in an urban context. A UDM education seeks to integrate the intellectual, spiritual, ethical and social development of students.

OR 2008 Mission: *To understand UDM' Mission, to engage ourselves in the mission through our collaboration in the Orientation programs, and to invite the new students to join us in this.*

The student who asked you to provide a reference letter supporting her/his candidacy for a position as a **2008 Orientation Student Leader** is given the above pair of Mission statements. Your letter will serve their candidacy best if you are able to express how you have seen them develop and integrate their own intellectual, spiritual, ethical, and social development. Please give your reply directly to them, because they are responsible for completing their own application materials. Thank you for your time.

Orientation Team

# OR 2008 Leader Expectations

New Student Orientation is very important to the University. We have an excellent opportunity to engage the incoming students in the life of our University and in doing it we have a chance to learn together – students and colleagues – as we serve our Mission. But there is another reason that this list of responsibilities is part of the application packet. OR 2008 is a student-run program. The full-time staff serves the program they run it with students. So these responsibilities are the essence of the program. Your completed application will be considered your acceptance of these responsibilities.

1. OR Student Leaders will be formed into teams and will act as leader/facilitator for a group of first year students through all of the Orientation Program phases.
2. OR Student Leaders will be expected to encourage and insure full participation by first year students in all aspects of Orientation Programs.
3. OR Student Leaders help with first year student move in and check in, implement activities, provide guidance and leadership for first year students.
4. OR Student Leaders are in positions of great responsibility. What they do can greatly impact a first year students' success and happiness at the University of Detroit Mercy. At the minimum this means that OR Student Leaders must conduct themselves in an ethical, respectful, and professional manner during their period of employment.
5. OR Student Leaders will lead their groups on Viewpoints, the off-campus orientation to the city's social issues and cultural centers.
6. OR Student Leaders will be expected to attend all classes, meals and events during Prologues, the on-campus academic orientation.
7. OR Student Leaders will be expected to complete two summer reading assignments. One will be the general reading assignment to be used for Prologues and the other will focus on issues facing first year students. These readings will insure that the PTV Student Leaders can more effectively carry out their responsibilities.
8. OR Student Leaders must work on at least one of the five 1 -1/2 day SOAR Programs held from June through August 2008, from design through execution.
9. OR Student Leaders will lead their group of students during Transitions, the student community orientation. Most will lead groups through Transitions I at Camp Lael. Several students serve as the student leaders of the backpacking trips that are part of Transitions II or the canoe trips that are part of Transitions III.
10. OR Student Leaders must participate in all training programs, beginning the week after school ends, and four days before the beginning of PTV.
11. If you say you will do something or be somewhere please do it.
12. OR Student Leaders should treat all new students with respect.

*By signing this form, I agree, if selected, to serve within the expectations outlined on this form.*

\_\_\_\_\_

*Signature*

\_\_\_\_\_

*Date*

\_\_\_\_\_

*Print Name*

\_\_\_\_\_

*Date*

<b>Orientation Use Only</b>	
Date Turned in	
Scheduled Date for Interview	