What is an Orientation Leader?
Orientation leaders officially welcome all new incoming freshman students to NIU while providing insight into the Huskie experience. Students selected must be excited about representing NIU and are positive role models both in and out of the classroom.

Roles & Responsibilities
- Create a welcoming and inclusive environment for all new incoming freshmen students
- Provide in depth knowledge surrounding campus resources, departments, involvement opportunities, and course selection
- Represent NIU in a positive, responsible, and honest manner
- Be a resource to all incoming students; answer questions regarding student life; direct students to appropriate campus offices
- Facilitate multiple small-group discussions regarding life as an NIU student, alcohol and drug use, safety, decision making, healthy relationships, and community living
- Develop relationships with incoming students in order to serve as a resource and friendly face once the academic year begins
- Encourage engagement during all small-group discussions including the scheduled evening activities
- Serve in a community advisor role during the overnight portion of the program and address any issues that may occur on your floor
- Work closely with members of Orientation & Family Connections to produce engaging, informative, and efficient orientation programs

Minimum Qualifications
- Must be a returning, full-time, undergraduate student for the spring 2017 and fall 2017 semesters
- Ability to work 28 hours a week for summer training and orientation programs
- Able and willing to live in a residence hall for all orientation programs
- Ability to attend ALL required training sessions and orientation programs
- Good academic standing, with a cumulative GPA of 2.5 or higher
  - GPA checks will be conducted for all applicants immediately following the application deadline
- Good disciplinary standing
  - University background checks will be conducted for all applicants through the Office of Student Conduct immediately following the application deadline
- Ability and desire to learn and grow within all areas including but not limited to:
  - Leadership
Verbal and nonverbal communication
Critical thinking
Conflict management
Organization
Group dynamics
Diversity & Multiculturalism
Small group facilitation

- Must have a positive attitude toward NIU and the willingness to share your experience with new freshmen students

**Compensation & Benefits:**
- $1,750 stipend for the summer
- Free housing in NIU residence hall for the summer
- Free meals while orientation is in session
- Paid hourly rate during all training sessions (including summer training)
- Orientation polo provided

**Mandatory Dates:**
Orientation Leader applicants MUST be available during the following dates. The inability to attend all of the dates listed may result in your disqualification from the position.

**Spring Training**
- Wednesdays, February 22-April 26 (4:00-6:30 p.m.)

**Overnight Retreat**
- Friday, March 24-Saturday, March 25

**Summer Training**
- Monday, May 22-Wednesday, June 7

**Freshmen Orientation Programs**
- June 8-9, 12-13, 19-20, 22-23, 26-27, 28-29
- July 18-19, 24-25, 27-28
- August 3-4, 7-8

**Application & Selection Process**

**PHASE 1: Attend a 101 Session**
Attendance at ONE 101 session is REQUIRED for all qualified candidates. During this session, candidates will learn more about the Orientation Leader and Orientation Program Intern positions, the application and interview process, and from past staff who will share the benefits the position offers. Questions are welcomed!

**PHASE 2: Complete and submit the online application**
The application has six components: General and contact information, academic background, NIU and community activities, essay questions, references, and your signature. You must
complete the ENTIRE application in order to apply. The application can be found at www.go.niu.edu/OLAPP.

**NIU and Community Activities:** Please list ALL involvements outside of school along with the amount of hours you spend on each one during any given week. (Examples: Student organization, Greek life, full/part-time job, religious organization, intramurals, etc.)

**Essay Questions:** Please keep all responses to no more than 200 words per question. Please pay close attention to grammar, spelling, and punctuation as this portion of the application is considered in your candidate progress.

**References:**
- Please provide two names along with their contact information
- One reference MUST currently be associated with NIU
  - graduate students are acceptable
  - undergraduate students ARE NOT ALLOWED
  - family members ARE NOT ALLOWED

**NIU References could include:**
- Professor/Instructor
- Hall Director/Complex Coordinator
- Graduate Hall Director
- On-campus supervisor

**Personal references could include:**
- High school teachers
- Current/former supervisors
- Coaches
- Religious leaders

**PHASE 3: Participate in Selection Workshop**
If you are invited to this phase of the selection process, you will attend a one-time group interview session. This is an interview, therefore, please dress in business casual. During this interview, you will participate in various group and individual activities to help us get to know you and what you could bring to the position. Attendance at one Selection Workshop is REQUIRED.

**PHASE 4: Individual Interview**
If you are invited to the final stage of the selection process, you will interview with various members of the Orientation & Family Connections staff. Please dress in business casual for this portion of the selection process.

Questions? Contact us at orientation@niu.edu or (815) 753-1535