

Orientation Leader Job Description – 2016

Mission of Orientation at Messiah College

The mission of Orientation at Messiah College is provide a holistic transition experience for incoming first year and transfer students that is characterized by safety, inclusion, and a warm welcome to the campus community. Through participation in Orientation Groups, led by student peer leaders, new students will feel a connection to the Messiah community, will become knowledgeable of the culture and opportunities on campus, and will be equipped to succeed academically, socially, and spiritually at Messiah.

Purpose of Orientation Leaders

1. To welcome new students and make them feel immediately safe and accepted.
2. To introduce important elements for successful transition to college.
3. To facilitate an inclusive orientation group where all have a voice and opportunity to ask questions.
4. To foster student-student, student-leader, and student-faculty relationships.
5. To help students become knowledgeable about the traditions and history of Messiah College.
6. To model successful (academic, social, & spiritual) practices and behaviors for new students.

Selection Criteria for Peer Leaders

Preference will be given to students who display:

- Academic discipline and commitment (a minimum GPA of 3.0).
- Previous leadership experience/involvement.
- Genuine enthusiasm for Messiah College.
- Commitment to the standards presented in the Community Covenant.
- Commitment to lead and to serve wholeheartedly during Welcome Week.

Orientation Leader Duties and Responsibilities

One-Time Responsibilities:

- Participate in Spring Training Session (mid-April of the preceding Spring)
- Participate in Orientation Leader Training (mid-August).
- Communicate with FYS faculty prior to Welcome Week.
- Assist with Move-In Day activities (Brubaker and elsewhere).
- Assemble and facilitate icebreakers with entire group on the first evening.
- Collaborate with FYS faculty in arranging activities/events (per faculty direction).
- Plan and lead at least one other meeting of the group within the first week of school.
- Complete evaluation provided by Student Involvement & Leadership Programs Office.

Ongoing Responsibilities:

- Follow-up with individual questions and concerns including academic, social, and spiritual issues.
- Refer students to appropriate faculty members and/or offices as necessary.
- Serve as a mentor to new students for academic, co-curricular, and leadership involvement.
- Pray for your group regularly.
- Maintain good, responsive communication with Student Involvement & Leadership Programs Office.