

Orientation Leader (OL) – Student Services

No. of Jobs Available:	8
Supervisor:	Steven C. Sweat, Interim Assistant Director of Student Activities
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Job Summary: Overview: Orientation Leaders (OLs) are the first people new students meet with in the Fall semester. OLs play a vital role in welcoming new students to NEC and preparing them for a successful year. The position allows students the opportunity to meet and engage with new students and help shape their experience at NEC and in Boston.

Duties & Responsibilities: Attend OL On-Boarding and Training Day (See “Important Dates” section below); Assist with check-in and move-in of new and returning students into the Residence Hall; Serve as a resource for students and parents during Orientation; Facilitate, lead, and attend Orientation events; including, but not limited to, campus tours, welcome cruise, and walking tours/socials; Supporting Orientation Central with Student Services staff.

Important Dates:

July 28: Applications Available (Open until all positions are filled)

August 4-13: Virtual Interviews (Interviews will be 30 mins via Zoom in ET)

August 16: Position Offers

August 17 by 12pm Noon ET: Offer Acceptance/Denial Due to Student

Position starts on 8/28/2021 and this is an on-campus position.

13.50 per hour.

Qualifications:

Be a registered, full-time NEC student in good academic standing (At least 2.5 GPA for Undergraduates, 3.0 GPA for Graduate Students); Uphold all NEC policies as stated in the Academic Catalog and Student Handbook; Attend NEC for a minimum of one (1) full semester; Have a positive and welcoming attitude; Possess leadership and teamwork skills

Be a positive role model; Have flexible availability to work during Orientation Week as scheduled; Complete and submit an OL application via HR Student Employment.

How to Apply: All interested and qualified students should visit the following link (<https://tinyurl.com/NECMusicOLAppl>) in order to submit an official application.