Orientation Leader (OL) – Student Services

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<th>No. of Jobs Available:</th>
<th>8</th>
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<tr>
<td>Supervisor:</td>
<td>Steven C. Sweat, Interim Assistant Director of Student Activities</td>
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<td>Contact:</td>
<td><a href="mailto:elizabeth.stefan@necmusic.edu">elizabeth.stefan@necmusic.edu</a></td>
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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

**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.