ORIENTATION LEADER/ PEER MENTOR APPLICATION

Governors State University
New Student Programs

Applications are due Friday, March 14, 2014

Thank you for your interest in becoming an Orientation Leader and/or Peer Mentor. Please familiarize yourself with the positions you are applying for and make sure you follow all steps of the application process in order to be considered for an interview. If you have any questions, please contact us at fye@govst.edu or 708.235.6819.

Minimum Qualifications
In order to be considered for the position of Orientation Leader, candidates must:
- Have completed at least 1 semester as an enrolled student at GSU.
- Maintain at least a 2.5 cumulative grade point average.
- Exhibit enthusiasm, integrity and the ability to work well with students, parents, faculty and staff of Governors State University.
- Be a member of the Governors State University community in good standing and not be on disciplinary or academic probation.
- Demonstrate a desire to be knowledgeable of Governors State University, its history, resources and be able to speak to groups of students and parents.
- Be available to participate in all training sessions, all new student orientation sessions, family orientation sessions and early arrival programs as required.
- Demonstrate excellent communication and problem solving skills.

In order to be considered for the position of Peer Mentor, applicants must:
- Understand and believe in the mission and goals of Governors State University and the Peer Mentor program.
- Relate and interact well with students, faculty and staff.
- Be a full-time student for Fall 2014 and Spring 2015, have completed a minimum of one semester at GSU and must have and maintain a cumulative grade point average of 2.5.
- Be a member of the Governors State University community in good standing and not be on disciplinary or academic probation.
- Be, or demonstrate a desire to be, knowledgeable of Governors State University, its history, resources and be able to speak to groups of students.
- Be available to participate in training sessions and perform all duties required for the position (including attending FYS 1001 twice a week in the fall semester with the assigned freshman student cohort).
- Demonstrate excellent communication and problem solving skills.
- Be willing to work collaboratively with their FYS 1001 faculty, cohort advisor and support teams.
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APPLICANT INFORMATION (please write legibly)

Name: ____________________________________________________________________________________

Gender: _________________       GSU Email Address _____________________________@student.govst.edu

Permanent Address __________________________________________________________________________

Cell Phone (      ) ________________________       Home Phone (     ) ______________________________

Classification:   Undergraduate_____________      Graduate_________________

How many semesters have you completed at GSU?   _______________

*Cumulative GPA ______________           Anticipated Graduate Date________________

I am applying to be:

☐ An Orientation Leader
   (Summer 2014 Appointment)

☐ A Peer Mentor
   (Fall 2014 and Spring 2015 Appointment)

☐ Both an Orientation Leader and a Peer Mentor
   (Summer 2014, Fall 2014 and Spring 2015 Appointment)

If you have any questions, please contact:

LaTonya Holmes
lhomes@govst.edu
708-235-6819
Room B1215
Academic Resource Center
ORIENTATION LEADER/ PEER MENTOR APPLICATION

To be eligible to apply for the Orientation Leader and/or Peer Mentor position, every candidate must attend one of the following information sessions. Please indicate which session you attended or plan to attend by marking the appropriate box below. If you are unable to attend any sessions, you must contact fye@govst.edu in advance of the information sessions to inquire about alternate arrangements. Please note that alternate arrangements are not guaranteed.

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Please check which information session you attended or plan to attend.</th>
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<tbody>
<tr>
<td>Wednesday, February 26, 2014</td>
<td>3 – 4 p.m.</td>
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<tr>
<td>Monday, March 3, 2014</td>
<td>6 – 7 p.m.</td>
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<tr>
<td>Thursday, March 6, 2014</td>
<td>6 – 7 p.m.</td>
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<tr>
<td>Wednesday, March 12, 2014</td>
<td>3 – 4 p.m.</td>
<td>(Note: All sessions will be held in room B1215)</td>
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Application Submission Instructions

A completed application packet includes:
- □ Application
- □ Three references (Two of the three references must be from someone at GSU)
- □ Cover letter
- □ Résumé

References
Please provide the reference form to three people who will serve as your references. An ideal reference is someone who can highlight your abilities as they relate to the position(s) you are applying for. It is recommended that at least two of the three references come from the GSU community. Family members and relatives MAY NOT complete the reference form for you. Please note that you will collect the reference forms in sealed envelopes and return them with your completed application. References should not submit the forms themselves.

Résumé and Cover Letter
The resume and cover letter must be professional and in correct format. The cover letter will explain your interest in becoming an Orientation Leader, a Peer Mentor or both and briefly relate your own skills and experiences to the “Roles and Responsibilities” of the position(s). For assistance with a cover letter or resume, please contact the GSU Career Services at 708.235.3974 or career@govst.edu.

Group Process & Individual Interviews
Candidates who have met all the listed criteria will be contacted in March to attend a group process interview that will be held the week of March 24th. In addition to the group process interview, each candidate will be required to attend an individual interview. Individual interviews will be held the week of March 31st.

Please submit application packets to:
New Student Programs
Academic Resource Center
Room B1215