

## STUDENT LEADERSHIP APPLICATION PROCESS

1. Review this process and be cognizant of the application timeline
2. Attend an Information Session: Tuesday, 12/5 at 7pm in Smith Hall; Thursday, 12/7 in Treehouse; Friday, 12/8 at 3:30pm in Huntington Studio, 3<sup>rd</sup> Floor DMC
3. Review the job descriptions online and apply via the online application (this will require you to upload a resume so have that ready!)
4. Sign up for an interview:  
All new and returning candidates are required to interview for each position that they have applied for with the respective hiring manager/team (15-30 minute interviews). You will receive instructions about signing up for interviews in January.
5. Attend Group Process Day on **February 24 2018**.  
For some of the leadership positions it is required that applicants attend Group Process Day. At this one-day workshop you will meet other student leadership candidates and the hiring managers for the leadership positions. The day includes team-building exercises where you will be able to showcase your leadership skills and your ability to work with others. Hiring managers will be present to observe and determine which students best fit the requirements of their positions.

### Which positions require Group Process Day?

The positions that will require attendance for this day are:

- Academic Resource Center Peer Mentor
- Artward Bound Tutor/Mentor (Summer and Academic Year positions)
- Orientation Primer
- PULSE Peer Health and Wellness Advocate
- Residence Life Program Coordinator
- Residence Life Summer Conference Assistant
- Residence Life Resident Assistant
- Student Development Marketing Coordinator

The positions that will not require attendance:

- Admissions Tour Guide
- Admissions Tour Guide Coordinator
- Center for Art and Community Partnerships (CACP) Admin Assistant
- Center for Art and Community Partnerships (CACP) Social Media Coordinator
- International Global Mentor – Study Abroad
- International Global Mentor – International Student Support
- Marketing and Communications: Photographer
- Marketing and Communications: Social Media Ambassador
- Youth Programs: Summer Resident Assistant
- Orientation Graphic Designer
- Student Activities Campus Center Manager
- Student Activities MAC Board
- Student Activities Student Galleries Manager
- Student Activities Volunteer Opportunities Coordinator

You will be notified about the outcome of your interview processes no later than **Friday, March 2, 2018**.

Questions? Please contact [laura.flynn@massart.edu](mailto:laura.flynn@massart.edu)