

Position title: Orientation Primer
Department: Student Engagement
Reports to: Director of Student Engagement
Number of Openings: 26
Hourly Rate: \$15

Leadership experience complements the academic curriculum at MassArt and empowers students to become more confident, engaged artists, designers and citizens. Students have the opportunity to apply for various paid positions to be held during their sophomore through senior years.

Student Leadership at MassArt is rooted in MassArt's Mission and Values and is essential to transforming MassArt's culture and community. All student leaders will be expected to uphold MassArt's missions and values as we work together to make MassArt a more equitable place to work, learn, live and make.

Position Description

The Orientation Primer position for the Office of Student Engagement is a Fall semester appointment. Under the supervision of OSE staff, this position will provide an array of experiences, including: planning and implementation of Fall orientation programs, group facilitation, peer education, and developing the knowledge base necessary to serve as a resource for incoming students and their support systems.

Duties & Expectations

- Act as a resource through sharing knowledge of MassArt programs, services, and resources
- Aid new students in their transition to MassArt
- Assist in the preparation and implementation of new student orientation activities
- Facilitation of group activities, workshops, and meetings
- Serve as a role model to incoming students
- Work with staff, faculty, and administration through training and orientation programs
- Refer students to resources and offices/staff as needed
- Serve as a support system and sounding board for your fellow Primers

Preferred Qualifications & Skills

- Ability to work well in groups
- Demonstrated knowledge of MassArt, and its programs/resources
- Communication skills; interpersonal, small-group, and large-group
- Sense of responsibility
- Highly motivated and enthusiastic
- Flexibility and adaptability

Leadership Responsibilities

- Must remain in good academic and judicial standing
- Uphold and abide by the policies and procedures in the MassArt Student Handbook

Salary

Orientation Primers are paid an hourly rate on a bi-weekly schedule. Students must complete timesheets each pay period in order to be paid.