

Position Title: Orientation Primer
Supervisor Name: Laura Flynn
Supervisor Title: Senior Director of Student Engagement
Department: Student Engagement
Number of Openings: 26
Hours per Week: TBA
Hourly Rate or Salary: Paid hourly (\$13.50) up to \$700.00

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 Duties & Description:

- Understand MassArt resources, policies, procedures and opportunities
- Serve as a role model to incoming students, specifically your assigned group of students
- Refer students to appropriate college staff and resources
- Reach out to new students before and after Orientation to answer questions and provide encouragement
- Summer requirements include checking email and social media regularly & hosting Zoom meetings with your group members
- Provide leadership for all in-person Orientation programs and events
- Assist in the preparation of activities and materials as needed|
- Attend all training sessions and programs
- Assist in leading programs during the first few weeks of the fall semester
- Represent the Division of Student Development throughout Orientation and during the year
- Participation and attendance at specified events for first-year students throughout the school year

Skills Acquired:

- Public speaking and communication skills
- Time management and organizational skills
- Interaction with diverse groups (new students, families, staff, faculty & administrators)
- Broader knowledge of and involvement in the MassArt community

Time Commitment:

- Approximately 1 hour/week over the summer
- Approximately 1.5 weeks (full time) for Primer Training and Orientation
- Participation at events for new students throughout the academic year
- Information regarding Primer Training dates and Orientation dates will be available during the interview stage.

Qualifications:

- Full-time enrollment at MassArt through the end of fall semester 2021
- Must be in good academic and disciplinary standing
- Demonstrated interest in working with new students from diverse backgrounds
- Problem-solving abilities
- Demonstrated enthusiasm and creativity
- Sense of humor

COVID Addendum

If we are still in a hybrid environment in Fall 2021, Primer Training and Orientation may be fully virtual.