Number of Positions Available:  1
Commitment:  150 hours/10 hours per week
Office/Department:  Orientation
Director:  Sarah Sunde

Mission Statement:  Orientation engages students in the JMU learning experience by preparing them to be active and authentic members of the university community.

Functional areas included in this office/department:

- First-Year Orientation:
  - Summer Springboard
  - 1787 August Orientation
- Transfer Orientation
  - Transfer Summer Springboard
  - Transfer 1787 August Orientation
- Publications:
  - The One Book
  - Mappy
  - The Transfer One Book
  - Transfer Compass

1. Students who participate in this experience will gain understanding of student affairs as a profession and the influence student affairs has on contemporary higher education through the following tasks and activities:

  First year Orientation Guide (FROG) Recruitment
   - Create a marketing strategy that reflects the FROG position and mission of Orientation while utilizing Orientation’s slogan: “Let the Compass Be Your Guide.”
     - Including but not limited to: creating posters, emails, video, social media, table tents, electronic boards, chalking, Grafton Movie slide, information tables at the Commons, and coordinate Wear Your FROG Shirt Day
   - Outreach to specific student organizations and departments to ensure a diverse pool of applicants
   - Develop, plan, and present FROG Information Sessions that will provide prospective candidates with an introduction to Orientation; overview of the position, expectations, roles, requirements, and time commitment; and the interview and selection process
   - Coordinate the application receiving process
   - Assist with managing the FROG database

  First year Orientation Guide Interview and Selection Process
   - Assist with FROG Interviews and the selection process.
     - Develop interview questions
     - Assist in the creation and facilitation of a training focusing on the interview process for OPAs and campus partners who will be evaluating FROGs
     - Interview applicants
     - Enter candidate scores into FROG Database
   - Selection of Hired FROGs
     - Assist with determining the final selection of 300 FROGs based on scores, evaluations, and additional information.

  Transition Team Training Day

• Actively participate in the Transition Team Training Day committee comprised of Orientation and Residence Life staff.
• Assist with the training of approximately 300 FROGs and 150 RAs focusing on debriefing the diversity presentation and the relationships between Orientation and Residence Life

Additional Opportunities
• Participation in departmental staff meetings, committee meetings, and professional development opportunities
• Collaboration with other departments on special projects
• Development of new first-year programming initiatives

2. Students who participate in this experience will be exposed to the purposeful application of the following student development, career development, counseling and/or organizational theories:
   o Psychosocial Developmental Theories: (Chickering and Reisser, Erikson, Parks, Sanford, Gardner)
   o Cognitive Developmental Theories: (Baxter Magolda, Kegan, Kolhberg, Belenky, Gilligan)
   o Typology: (Myers-Briggs, DiSC)
   o Identity Development Theories: (Racial, Sexual, Gender, Ability, Religious, Social Class, Multiple)
   o Transition Theory (Schlossberg)
   o Generational theories regarding millennial students and their parents.

3. Students assigned to this site will be able to participate in the following assessment and/or evaluation projects:
   o Evaluation of various orientation programs, including but not limited to Summer Springboard (First-Year and Transfer) and 1787 (First-Year and Transfer).
   o Other evaluation or assessment projects as they arise.

4. Students who participate in this experience will be evaluated and provided ongoing feedback in the following ways:
   o Weekly one-on-one meeting with supervisor
   o End-of semester formal evaluation with practicum supervisor
   o Written performance evaluation

5. Specific expectations of students assigned to this site include:
   o Desire to take risks
   o Ability to work in potentially ambiguous environments
   o Desire to reflect on personal and professional learning
   o Interest in learning more about transition programs, services, and/or experiences.
   o Establish and maintain regular office hours.
   o Attend required meetings and office events.
   o Ask for assistance when needed.
   o Complete assigned projects in a timely, organized, and professional manner.

Contact Person
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