JOIN THE 2024 O-TEAM

oteam.uchicago.edu
The Orientation Team is a group of current students that assist in the facilitation and implementation of Peer Mentoring, Pre-Orientation, and Orientation Programming through The College. These students play an integral role in the welcoming and transition of the incoming student population and their families by serving as a role model, ambassador, and support system throughout Pre-Orientation, Orientation Week, and beyond.
Orientation Team Structure

College Programming & Orientation

- Graduate Interns
- Orientation Student Directors
- CUE Student Directors
- IPO Student Directors
- POP Student Directors
- Peer Mentors
- CUE Guides
- IPO Navigators
- POP Rangers
Orientation Programs & Positions

Summer Transition
- UCMP Peer Mentors
- Transfer Peer Mentors

Pre-Orientation
- Chicago Urban Explorers (CUE) Guides
- International Pre-Orientation (IPO) Navigators
- Phoenix Outdoor Program (POP) Rangers

Orientation
- UCMP Peer Mentors
- Transfer Peer Mentors
Peer Mentors
Phase I

- Peer Mentors are assigned to ~35 mentees
- Phase I engagement (June – October 2024)
  - Online group management
  - Monthly virtual events
  - Check-in on matriculation to-do items
Peer Mentors
Phase II

• Phase II engagement (O-Week 2024)
  • UCMP Program absorbed the previous Orientation Leader position
  • Small group facilitation of O-Week learning content
  • Assist with Orientation Week event logistics and execution

3+ spring quarter training sessions → Summer mentoring → Fall Training → O-Week → Fall Events → Final Goodbyes
## A Day in the life of O-Week

<table>
<thead>
<tr>
<th>Event</th>
<th>Shift Time</th>
<th>Goals</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening Day/Check-in Shift 1</td>
<td>8:00 AM – 10:00 AM</td>
<td>Set-up furniture in Hutch courtyard and set linen and materials. Mingle throughout event, answer questions and assist parents. Reynolds Club: assist with the giveaway table. Crowd control at doors and in lines.</td>
</tr>
<tr>
<td>Registration</td>
<td>10:00 AM–12:00 PM</td>
<td>Checking in students and providing materials.</td>
</tr>
<tr>
<td>Bartlett Quad</td>
<td>12:00 – 1:30 PM</td>
<td>Assist with the family coffee station &amp; answer questions.</td>
</tr>
<tr>
<td>Lunch/Break</td>
<td>1:30-2:15 PM</td>
<td>Team lunch &amp; break.</td>
</tr>
<tr>
<td>Opening Convocation, Procession &amp; Class Photo</td>
<td>2:15 PM-5:15 PM</td>
<td>Assist with ushering students into Rockefeller Chapel. Pass out program materials &amp; answer questions. Usher students during the procession through campus. Assist at the class photo.</td>
</tr>
<tr>
<td>Glow Party</td>
<td>9:00 PM – Midnight</td>
<td>Assist at the annual Glow Party. Passing out giveaways, food tickets, or helping at the carnival tent.</td>
</tr>
</tbody>
</table>
Pre-Orientation Programs

Spring quarter training/meet up

Engage with students (Aug. / Sept. 2024)

Pre-Orientation training week (September 2024)

Pre-Orientation Programs (September 2024)
# A Day in the life of Pre-Orientation

## Art & Architecture Day

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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</thead>
<tbody>
<tr>
<td>7:00 – 8:30 AM</td>
<td>Breakfast at Bartlett</td>
<td>12:00 – 2:00 PM</td>
<td>Visit to The Art Institute of Chicago</td>
</tr>
<tr>
<td>8:45 – 9:00 AM</td>
<td>Check-in with Guide</td>
<td>2:15 PM</td>
<td>Walk to the Wrigley Building</td>
</tr>
<tr>
<td>9:00 – 9:15 AM</td>
<td>Overview of Move-Out/Move-In Process</td>
<td>3:15 – 4:45 PM</td>
<td>Lake and River Architectural Tour</td>
</tr>
<tr>
<td>9:15 – 10:00 AM</td>
<td>Small group time</td>
<td>5:00 PM</td>
<td>Bus to Northside</td>
</tr>
<tr>
<td>10 – 10:30 AM</td>
<td>UChicago Arts, the Arts Pass, and the Logan Center</td>
<td>6:00 PM</td>
<td>Dinner at iO Theater</td>
</tr>
<tr>
<td>10:30 AM</td>
<td>Bus to Millennium Park</td>
<td>8:00 PM</td>
<td>“Improvised Shakespeare” performance at iO Theater</td>
</tr>
<tr>
<td>11 AM – 12 PM</td>
<td>Lunch and exploration at Millennium Park</td>
<td>9:30 PM</td>
<td>Bus back to Max Palevsky</td>
</tr>
</tbody>
</table>
Desired Skills & Qualifications

• Takes pride in the University of Chicago and being a UChicago student
• Provides excellent customer service while welcoming new students and their families
• Takes initiative and direction from others
• Can adapt to new challenges and solve problems creatively
• Able to work effectively and collaboratively as a team
• Works well and acts responsibly under pressure
Application Timeline

- **January 15**: Application opens
- **February 3**: Application closes
- **February 8**: Interview Sign Ups
- **February 12-23**: Individual interviews
- **March 1**: Positions announced
- **March 16**: Contracts due
Application Elements

• Online application at oteam.uchicago.edu

• General bio information

• Two short answer questions (max 200 words)

• Upload current resume

• Recommendation letter
  • An automated form will be sent to your recommender

  o A recommender could be:
    o A past or current supervisor
    o RSO Involvement Advisor
    o Academic Adviser
    o RH/RD
    o Faculty or professional staff
    o High school teacher

  o A recommender should not be:
    o A peer
    o An RA
    o Family member
Practice Interview Questions

• What qualities do you possess that will help you be a successful part of the Orientation Team?
• What is your approach when working with a team?
• Why do you want to work with incoming students?
• How would you support new students in your group?
• Teach Us Something – all students given up to 5 minutes to teach us something they’re passionate about or interested in.
Housing & Residence Life Hiring

- Resident Assistants
  - RA applications close on February 2
  - Decisions will be out in early March

- House O-Aides
  - Volunteering returning students who have been through your own O-Week experience and assist the RHs and RAs in decorating and welcoming the incoming class into your house.
  - Applications due April 5

- Visit housing.uchicago.edu ➔ staffing opportunities to learn more
Questions?

Email
College-Programming
@uchicago.edu

Learn more and apply at oteam.uchicago.edu