



JOIN THE



ORIENTATION

TEAM



[OTEAM.UCHICAGO.EDU](https://oteam.uchicago.edu)

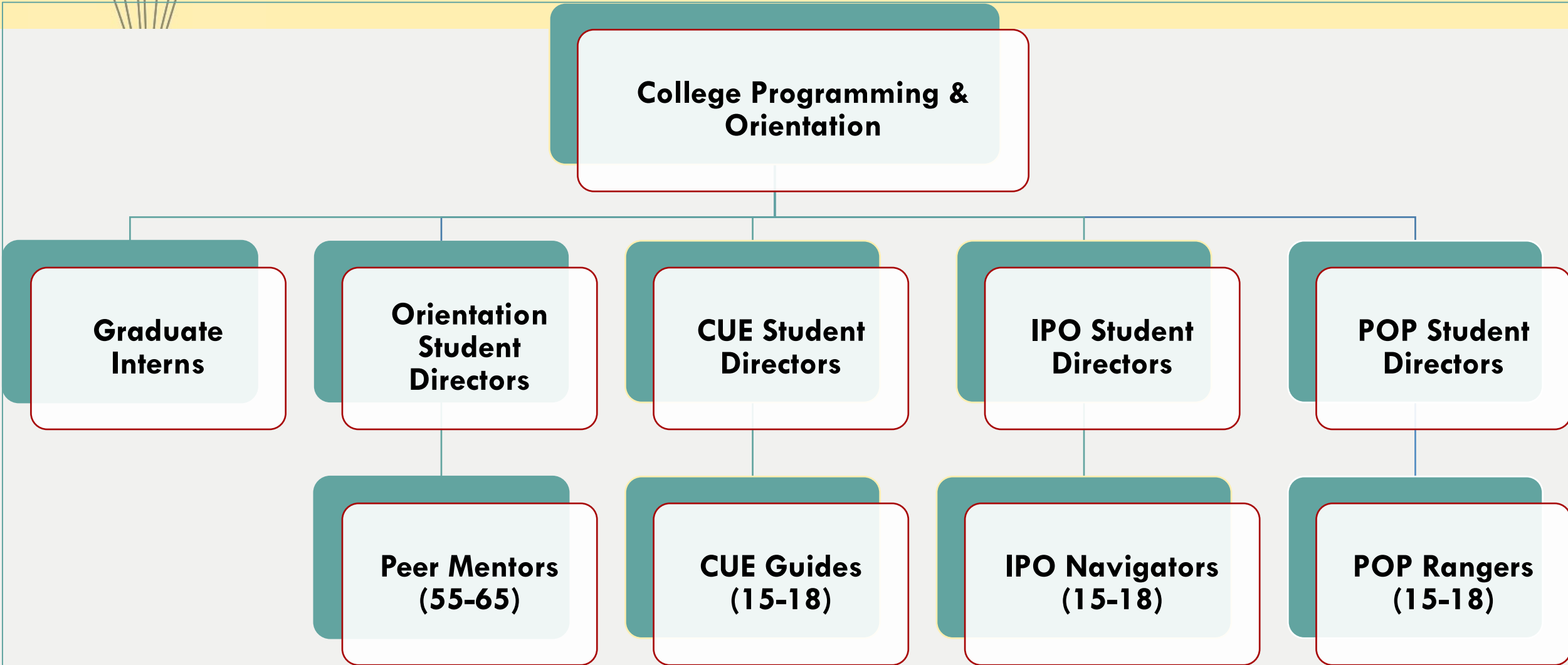


What is the Orientation Team?

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





Peer Mentors Summer

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



3+ spring
quarter
training
sessions

Summer
mentoring

June-September

Fall Training

September 20-22

O-Week

September 23-28

Fall Events

Final
Goodbyes



Peer Mentors Fall

- Orientation Week

- Small group facilitation of O-Week learning content
- Assist with Orientation Week event logistics and execution



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A Day in the life of O-Week

| Event | Shift Time | Goals |
|--|--------------------|--|
| Opening Day/ Check-in Shift 1 | 8:00 AM – 10:00 AM | 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. |
| Registration | 10:00 AM–12:00 PM | Checking in students and providing materials. |
| Bartlett Quad | 12:00 – 1:30 PM | Assist with the family coffee station & answer questions. |
| Lunch/Break | 1:30-2:15 PM | Team lunch & break. |
| Opening Convocation, Procession & Class Photo | 2:15 PM-5:15 PM | Assist with ushering students into Rockefeller Chapel. Pass out program materials & answer questions. Usher students during the procession through campus. Assist at the class photo. |
| Glow Party | 9:00 PM – Midnight | Assist at the annual Glow Party. Passing out giveaways, food tickets, or helping at the carnival tent. |



Pre-Orientation Programs



Spring quarter
training/meet up



Engage with
students (Aug / Sept)



Pre-Orientation
training week
(September)



Pre-Orientation
Programs
(September)

September 14-16

September 17-22



A Day in the life of Pre-Orientation

Art & Architecture Day

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

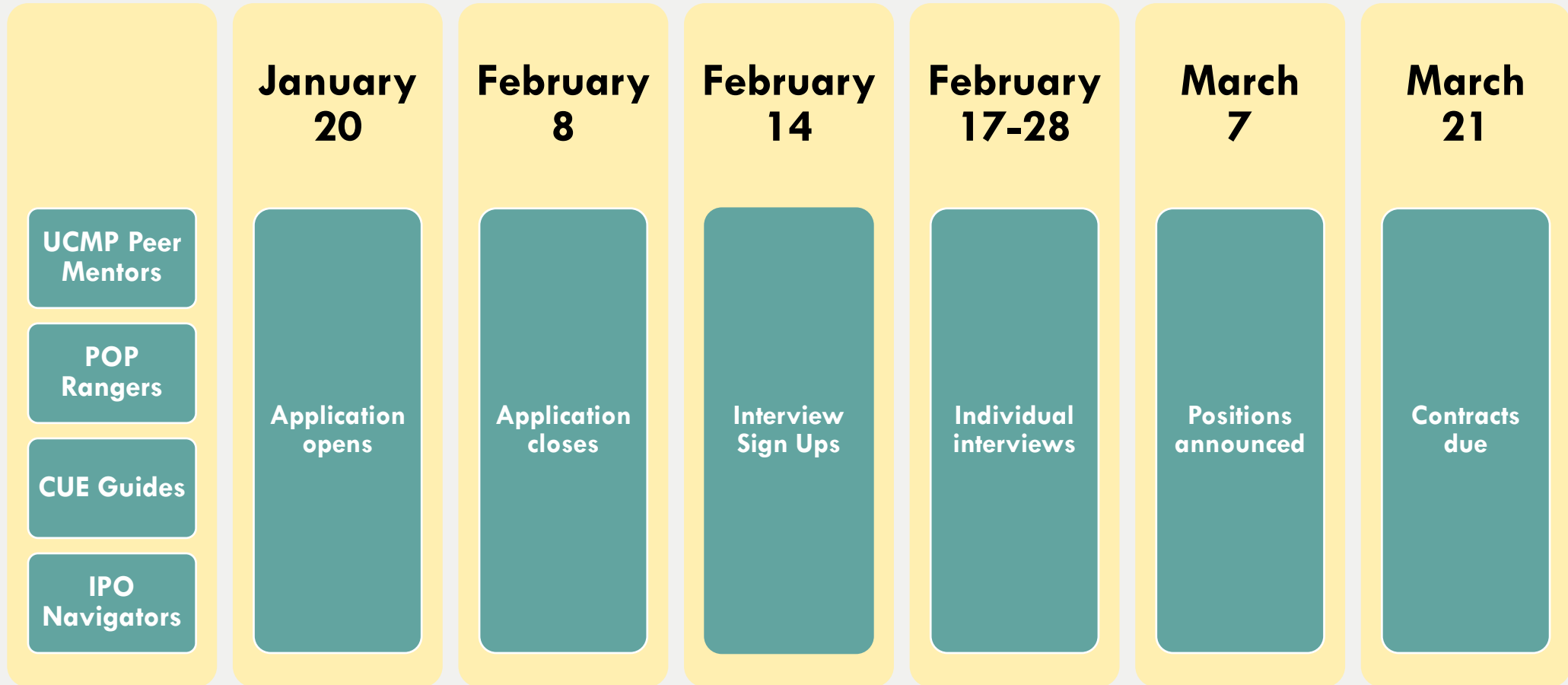


Desired Skills & Qualifications

- 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





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
- A recommender could be:
 - A past or current supervisor
 - RSO Involvement Advisor
 - Academic Adviser
 - RH/RD
 - Faculty or professional staff
 - High school teacher
 - A recommender cannot be:
 - A peer
 - An RA
 - Family member



Resume Resources

- A snapshot of your background, as it's relevant to the position!
- Provides an overview of your previous work and/or relevant experiences
- Gives insight into your skills, experiences, and qualifications as a candidate.
- Visit the UChicago Career Advancement website for examples, templates, and resources on creating your resume
<https://careeradvancement.uchicago.edu/career-toolkit/get-career-ready/resume-and-interview-toolkit/>



Practice Interview Questions

- Tell us about yourself and interests on campus!
- Why are you interested in these positions / why do you want to work with incoming students?
- 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?
- How would you support new students in your group?



Practice Interview Questions

- Teach Us Something
 - All students given up to 4 minutes to teach us something you're interested in. This could be a hobby, passion, academic topic, or anything that interests you!
 - We encourage applicants to be creative & use resources such as props, activities, slides, images, etc.
 - This is your opportunity to stand out and show us what makes you a unique candidate

Housing & Residence Life Hiring

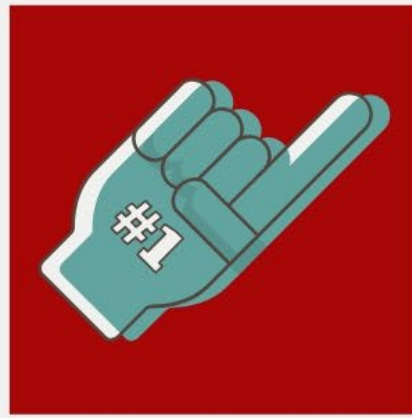
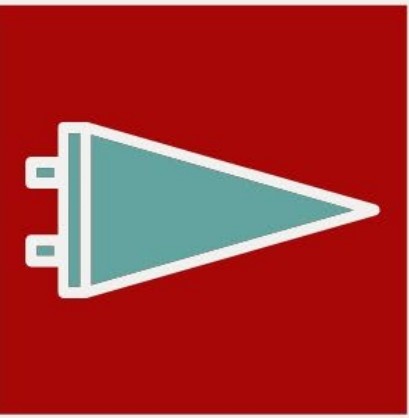
- **Resident Assistants**

- Application now open, due 2/16

- **House O-Aides**

- Volunteer position for returning students who assist the RHs and RAs in decorating and welcoming the incoming class into your house.

- Visit housing.uchicago.edu → staffing opportunities to learn more



Learn more and apply at
oteam.uchicago.edu

Questions?

Email
College-Programming
@uchicago.edu

