

WELCOME WEEK

August 15-22, 2009

What Is Welcome Week?

Welcome Week is a way to welcome Auburn University's new and returning students to campus fall semester. Welcome Week should provide new and returning Auburn University students with various programming and information to assist them in making Auburn University their home away from home. Students should have the opportunity through Welcome Week to get to know each other and the campus and become comfortable with the routine of campus life.

Welcome Week activities should represent a balance of these various activities in order to promote the development of the whole student.

- Academics & Academic Services
- Campus & Community Awareness
- Student Involvement, Leadership & Community Service
- Social Opportunities
- Cultural Diversity
- Wellness and Recreation
- Athletics
- Auburn University Traditions

Required Qualifications for WW Team Director/Assistant Director and Leadership Team Members:

- Must be enrolled as a full time student at AU
- Must be in good academic standing
- Must be returning to AU in the fall of 2009 as an undergraduate student
- Must be in Auburn summer 2009
- Available for weekly or bi-weekly meetings during spring 2009 and summer 2009
- In Auburn and available to prepare and participate in Welcome Week events
 - Note: Should not interfere with Panhellenic Recruitment
- Desire to serve Auburn University and other students
- Strong interpersonal skills
- Responsible
- Desire to achieve excellence
- Team Player

Suggested Experience:

- Prior involvement in an organization, community service program, or a sports team where you had to exhibit leadership
- Experience planning or organizing events

Welcome Week Student Director/Assistant Director Responsibilities:

- Attend and participate in all planning meetings
- Serve as a leader and active participant throughout all Welcome Week activities
- Assist in preparation of planning meetings
- Provide leadership for Welcome Week Student Leadership Team
- Assist in securing all events and developing Welcome Week schedule
- Assist in planning of major Welcome Week events and projects as assigned
- Coordinate all PR and assist in any distribution of materials (i.e. CWE Tiger Tables, Campus and Community)
- Recruit and coordinate Welcome Week Volunteers
- Assist in preparing updates for Welcome Week Website
- Other duties as assigned

Welcome Week Leadership Team Member Responsibilities:

- Attend and participate in all planning meetings
- Serve as a leader and active participant throughout all Welcome Week activities
- Assist in developing Welcome Week schedule
- Assist in securing all Welcome Week events
- Assist in planning of major Welcome Week events and projects as assigned
- Other duties as assigned

Benefits:

- Significant leadership training and experience
- Opportunity to develop professional and personal relationships with faculty, staff, and students
- Understanding of campus knowledge, procedures, & event planning
- Welcome Week T-shirt and nametag
- Food provided during some events and trainings

Selection Procedure:

All interested, qualified students should complete this application and turn it in to Suite 3130 AU Student Center by the deadline Friday, January 16, 2009, at 12 Noon. Upon receipt of applications, the following schedule will apply:

- Sign-up for a interview when turning in application
- Interviews: January 20-22
- Posting of Welcome Week Student Leaders and Leadership Team Members at AU Student Center Suite 3130 Lobby: Friday, January 23 @ Noon

Interviews:

Interviews will be more informal and casual than most Auburn Interviews. We want a chance to get to know you and your interest in being involved in leading Welcome Week 2009. The attire for your interview is **business casual** (skirts and slacks are fine; no ties necessary)

Note:

Welcome Week is coordinated through the office of the Dean of Students. Questions regarding this event should be directed to Michelle Murphy at murphmi@auburn.edu or (334)844-5292.

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August 15-22, 2009

Name: _____

Email: _____ Phone: _____

Student ID Number: _____

When did you enroll in Auburn University? _____

Currently, I am a (please circle) (by credit hours)

Freshman

Sophomore

Junior

Senior

Will you be enrolled in AU this summer or in the Auburn area? (please circle)

Yes

No

How are you interested in being involved in Welcome Week 2009? (please circle)
(If you are interested in all positions, please circle all that apply.)

Director

Assistant Director

Leadership Team Member

Please list any current campus activities and leadership positions, community / campus service activities, or related (past or present) experiences which qualify you as a WW Student Leader or Leadership Team Member:

(Please do not attach a resume)

Do you understand that if selected as a WW Director/Assistant Director or a member of the WW Leadership Team that **you will be required** to attend weekly or bi-weekly meetings this spring semester and summer semester?

Yes

No

Do you understand that if selected as a WW Director/Assistant Director or a member of the WW Leadership Team that **you will be required** to be in Auburn and available to assist in preparation and execution of Welcome Week events?

Yes

No

Do you understand that if selected as a WW Student Director/Assistant Director or a member of the WW Leadership Team that **you will be required** to attend a leadership training and planning session (date and time TBA).

Yes

No

Please list one reference for us to contact. This reference should be someone that can verify your prior involvement in an organization or program where you had to exhibit leadership and share with us about your experience planning or organizing events. Prefer, if possible, that the reference is an AU faculty or staff member.

Name: _____ Phone: _____

Department: _____ Email: _____

How do you know this reference?

I verify that all the information above is correct. I give the Office of the Dean of Students permission to check & verify that I am a currently enrolled as an AU student, and to confirm my GPA is higher than a 2.25.

Signature: _____ Date: _____

Please submit applications to the front lobby desk at Suite 3130 AU Student Center by the deadline of Friday, January 16, 2009, at 12 Noon. No late applications will be accepted. Please sign up for an interview at that time.