CAMP 1870
2016 POSITION DESCRIPTION & APPLICATION INSTRUCTIONS
CAMP LEADER

Orientation & Transition Programs creates dynamic, student-centered experiences to inspire purposeful transitions.

CAMP 1870 CAMP LEADER
The Camp Leader is a member of the Camp 1870 staff and as such is a part of the staff of Orientation and Transition Programs, the Center for Advising and Student Achievement (CASA), the Division of Student Affairs, and the Division of Academic Affairs. This position reports directly to the Staff Logistics Chair (Kate Jessen), the Coordinator for Orientation Programs (Amber Hoefer) and the Student Director for Camp 1870 (Nikki Buhrdorf). This position will indirectly report to the Camp 1870 Executive Board members.

REQUIRED QUALIFICATIONS
- Must be a full-time, undergraduate student who will graduate in December 2016 or later.
- Must be a CSU student in good academic AND disciplinary standing.
- Must have a minimum cumulative GPA of 2.6 at time of application.
- If selected, must maintain a cumulative GPA of 2.6 throughout term of employment.
- Be present and available for the duration of all Camp 1870 events.
- Must be available for all Camp 1870 training events.
- Must show a demonstrated commitment to the mission and vision of Orientation and Transition Programs and CSU.
- Must demonstrate the ability to directly mentor and supervise a group of new students.
- Must demonstrate exceptional interpersonal, organizational, and communication skills.
- Must demonstrate the ability to problem solve and manage changing environments.
- Must demonstrate a positive attitude and strong work ethic.
- Must demonstrate pride in the CSU experience and a connection with the land-grant mission.

IDEAL SKILLS AND ABILITIES
- Serve as an academic role model.
- Possess the desire to work with incoming first-year students and faculty and staff members around campus.
- Demonstrate ability to work with peers and in a team environment.
- Demonstrate ability to serve as a role-model for new students by modeling integrity, inclusivity, and enthusiasm.
- Possess excellent group facilitation and public speaking skills.
- Possess desire to improve the transition experience of new students at CSU.
- Possess a commitment to diversity.
- Maintain a consistently high energy level, enthusiasm, and stamina when working long hours.
- Demonstrate flexibility, creativity, humor, and dedication.

RESPONSIBILITIES
A Camp Leader serves as the primary role model and mentor for new students during their Camp 1870 experience.

Specific responsibilities include:
- Attend and participate in all Camp 1870 training events and activities.
- Lead small group of new students through the Camp 1870 experience.
- Set a positive tone.
- Create enthusiasm about becoming a part of the CSU community.
- Maintain professional relationship with the Namesake and other Camp 1870 staff.
- Develop and demonstrate effective team leadership and communication skills.
- Prepare small groups sessions with new students.
- Be an active part of staff traditions.
- Model good residence hall etiquette.
- Demonstrate strong public speaking skills when giving presentations or speaking to your group.
- Be able to implement CSU traditions with new students.
- Maintain consistent communication with Camp 1870 leadership and check email regularly.
- Be available for the Camp 1870 reunion during Ram Welcome (August 21, 2016)

TIME COMMITMENT
- Must attend ALL Camp 1870 training events and related meetings listed below.
- Must attend ALL three days of Camp 1870- Wednesday July 27th- Friday July 29th, 2016.
COMPENSATION

- This position does not have a monetary compensation in honor of the service to the land-grant mission, however room and board will be provided throughout the program.

PERIOD OF EMPLOYMENT

The official period of employment will be from March 25th-August 21st, 2016.

TERMS OF EMPLOYMENT

A Camp Leader must have at least a 2.6 cumulative grade point average to apply and must maintain at least a 2.6 cumulative grade point average during affiliation with Orientation and Transition Programs.

In addition, we expect a Camp Leader to act as a public relations and information representative on behalf of Colorado State University, exhibit behavior appropriate to University and civil regulations, exhibit exceptional customer service skills, participate in all training activities, and provide feedback concerning Camp 1870 issues of any kind (personnel, programmatic, etc.).

OTP STUDENT STAFF EXPECTATIONS

All staff members are required to agree to comply with every expectation as outlined in the OTP Student Staff Expectations 2016.

TO APPLY

- Applicants MUST attend one of the mandatory information sessions.
- Visit otp.colostate.edu to complete online application.
  - Fill out form.
  - Upload your resume.
  - Upload your personal statement.
  - Submit your application materials.
- Applications are due no later than Wednesday March 9, 2016 at 5:00pm.
- If you have any difficulties, please contact Amber Hoefer, Coordinator for Orientation Programs at amber.hoefer@colostate.edu or call 970-491-4184.
- Resume and Interviewing Assistance: Career Center Counselors are available if you need assistance with your resume and/or interviewing skills. Bring your resume in for a review during walk-in hours. For more information visit: www.career.colostate.edu

IMPORTANT DATES

<table>
<thead>
<tr>
<th>Date/Time</th>
<th>Activity</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Friday, February 26th, 2016</td>
<td>Applications Released</td>
<td><a href="http://www.otp.colostate.edu">www.otp.colostate.edu</a></td>
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<tr>
<td>Tuesday, March 1, 2016, 5:30-6:30pm</td>
<td>Applicant Information Session</td>
<td>LSC 308</td>
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<tr>
<td>Wednesday, March 2, 2016, 5:00-6:00pm</td>
<td>Applicant Information Session</td>
<td>LSC 378</td>
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<tr>
<td>Monday, March 7, 2016, 4:30-5:30pm</td>
<td>Applicant Information Session</td>
<td>LSC 378</td>
</tr>
<tr>
<td>Wednesday, March 9th, 2016 by 5:00pm</td>
<td>APPLICATION DUE ONLINE</td>
<td><a href="http://www.otp.colostate.edu">www.otp.colostate.edu</a></td>
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<tr>
<td>March 22nd – March 24th, 2016</td>
<td>Interviews (if selected)</td>
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<td>Friday, March 25th, 2016</td>
<td>Camp Leader Notification</td>
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<tr>
<td>Tuesday, April 5th, 5:00-7:00pm</td>
<td>Staff Training</td>
<td>Eddy 1</td>
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<tr>
<td>Tuesday, April 26th, 5:00-7:00pm</td>
<td>Staff Training</td>
<td>Eddy 1</td>
</tr>
<tr>
<td>Tuesday, July 26th, 9:00am-3:30pm</td>
<td>Staff Retreat</td>
<td>Behavioral Sciences Building A101</td>
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<td>Wednesday July 27th– Friday July 29th, 2016</td>
<td>Camp 1870</td>
<td>Colorado State University</td>
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*Camp Leaders are also encouraged and expected to attend the Camp 1870 Reunion during Ram Welcome 2016. If you have a time conflict for the reunion due to other CSU leadership positions, please notify your interviewers.