

2020 CWE & SOS APPLICATION INFORMATION

SELECTION PROCESS OVERVIEW



STEP 1: LEARN ABOUT THE POSITION

Applicants are strongly encouraged to review the application and position information on our website or attend an information session. While none of those actions are required, this information will help you have a better understanding of what the job entails. Be sure to also confirm that you are available for all listed dates and will be able to be at the mandatory training.



STEP 2: COMPLETE THE ONLINE APPLICATION.

All parts of the application must be completed and submitted by **THURSDAY, OCTOBER 24 AT NOON**.

ESSAY QUESTIONS: You will be asked to answer two prompts. We encourage you to prepare your responses in a Word document and copy/paste answers into the online application when ready.

Everyone answers:

Why do you want to be a member of the Orientation Team? What can you contribute to the Orientation Team, and how do you hope to grow from this experience?

Choose one:

- Tell us about a challenge you have faced in your time in college. How would you convey what you have learned from that experience to the students and families at orientation?
- What do you hope the students or family members take away from their orientation experience? Please elaborate.

SIGN UP FOR A FIRST ROUND INTERVIEW: Come to 189 Foy Hall before **THURSDAY, OCTOBER 24 AT NOON** to select your interview time. The sooner you come sign up for a time, the more options you will have. We respectfully ask that you not select your interview time until the application has been submitted.

Applicants without an application or interview time by **THURSDAY, OCTOBER 24 AT NOON** will not be considered.

RECOMMENDATION: You will need someone to complete a Recommendation Form on your behalf. They should be someone who is able to speak to the qualities that would make you successful in our positions. This person may be an Auburn University staff or faculty member, a current or former employer, a person from a previous institution or your high school. You may not use an undergraduate student or a family member/family friend for this recommendation. On the application you will be asked to provide this person's name and email address. When you submit your application, an email will be sent to your recommender with directions on how to complete the online Recommendation Form. We encourage you to speak with the person you plan to list prior to submitting your application so they know to expect the email. Recommendations are due by **THURSDAY, OCTOBER 31 AT NOON**.



STEP 3: PARTICIPATE IN FIRST ROUND GROUP INTERVIEW

You will complete several activities with a small group of other applicants. Attire for this round is casual – jeans/casual pants, polo/nice top, comfortable shoes. Athletic attire (gym shorts, yoga pants, t-shirts) and dressy attire (skirts, heels, suit & tie) are not recommended.



STEP 4: FINALISTS POSTED FOR SECOND ROUND

Come to 189 Foy Hall on Tuesday, November 5 to see if you were selected for a second round interview. Lists will be posted at 10 a.m., and you will have until 2 p.m. that day to sign up for your second round interview time.



STEP 5: SECOND ROUND INDIVIDUAL INTERVIEW

This will be a short Q&A style interview with a panel of Auburn students and staff. Please follow the position specific instructions below. Be prepared to share a 30-60 second explanation of your attire/object. When you arrive for your interview, your explanation will be filmed. You will also be asked to repeat your explanation when you enter your interview.

If applying only to be a Orientation Leader:

Attire is Business Casual. Please bring an object symbolic of your Auburn experience. Choose an object that shows your personality and your desire to help incoming transfer students and their families.

If applying only to be a Parent Counselor:

Attire is Business Casual. Please bring with you an object that you feel is important for a parent to give to their student before coming to college. Choose an object that shows your personality and your desire to help parents of the incoming freshmen.

If applying only to be a Camp Counselor:

Through your attire, show us your personality and your desire to help incoming freshmen. Please remember your outfit has little bearing and is not the focus of the interview. **Be sure to spend more time preparing for what you want to say in your interview rather than planning what you are going to wear. Do not bring any props with you to your interview.**

If you are selected for a second round interview for more than one position:

Because you will only have one second round interview, choose one position's instructions for the second round interview. The interview panel will not infer a position preference based on your choice of an object or attire. Feel free to speak to each position in your explanation.



STEP 6: ANNOUNCEMENT OF FYE STAFF (CALLOUTS)

The FYE staff will host Callouts on Wednesday, November 20 at 8 p.m. at the back steps of Cater Hall. If selected as an Orientation Leader, Camp or Parent Counselor, please be prepared to stay afterwards until approximately 11:00 p.m.

SELECTION TIMELINE

ORIENTATION INFORMATION SESSION

Tuesday, October 8 at 7:30 p.m.
Wednesday, October 16 at 3 p.m.

APPLICATION DEADLINE

Thursday, October 24 at noon

RECOMMENDATION DEADLINE

Thursday, October 31 at noon

FIRST ROUND INTERVIEWS

Monday, Oct. 28 - Thursday, Oct 31

FINALISTS POSTED FOR SECOND ROUND INTERVIEWS

Tuesday, November 5 at 10 a.m.

SECOND ROUND INTERVIEW SIGN-UPS

Tuesday, November 5
10 a.m. – 2 p.m.

SECOND ROUND INTERVIEWS

Monday, Nov. 11 - Thursday, Nov. 14

CALLOUTS

Wednesday, Nov. 20 at 8 p.m.

Questions?
First Year Experience
fyedesk@auburn.edu
334-844-4501