Team Leader
Position Description

The Team Leader (TL) position at The University of Texas at Dallas is a mid-level student leadership position within the Orientation Leader program. TL’s will engage new students by supporting Student Transition Initiatives and the Orientation Leaders.

Requirements
- At least one year of successful experience as an Orientation Leader (OL)
- Work at least 6 office hours per week
- Responsible for leading and guiding a committee within the orientation team
- Maintain full-time UTD student status in the semesters of service; must be an enrolled student graduating no earlier than August 2020
- Understand that a Team Leader cannot also be a Peer Advisor, SUAAB officer, or Multicultural Peer Advocate during the term in which they are a Team Leader
- Fully participate in and complete OL training
- Demonstrate good interpersonal and communication skills
- Maintain confidentiality
- Remain in good standing with the university
- Able and willing to actively participate in all dates for interviews, training, OL retreats, workshops, conferences (NODA, March 20-22, 2020), orientations, Family Day (October 5, 2019), the Homecoming parade. A complete list of mandatory dates will be finalized in October.
- Other duties as assigned and as appropriate

Team Leader Duties
- Serve as a role model to the Orientation Leaders
- Assist in selection of the orientation team
- Assist in team building and training
- Conduct regularly scheduled meetings with committees
- Be accountable to the Co-Chairs and carry out delegated tasks in a timely manner

Compensation
Team Leaders will receive student worker pay ($13hr) for at least 6 hours a week for 42 total weeks in addition to work at orientations.
STUDENT TRANSITION PROGRAMS
TEAM LEADER (TL) APPLICATION

Application, resume, essays, and schedule of weekly availabilities must be submitted to room 14.431 in the SSA by Friday, September 13, 2019 by 12:00 P.M.

APPLICANT INFORMATION

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<th>Last Name:</th>
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<tr>
<th>Current Cumulative GPA:</th>
<th>Anticipated Fall 2019 GPA:</th>
<th>Expected Graduation:</th>
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Major:

CREATIVE ASSIGNMENT

Pretend you are a Team Leader pitching the Orientation Leader position to an on-campus student organization of your choice. You will present this pitch in your interview, and are limited to a maximum of 2 minutes.

PLEASE TYPE YOUR ANSWERS TO THE FOLLOWING ON AN ADDITIONAL PIECE OF PAPER:

(Limit yourself to 450 words or less for each question)

1. Evaluate and discuss your own performance in the program during 2019.

2. What 3 leadership qualities make a good Team Leader? Explain how you can demonstrate them this upcoming year.

3. What challenges do you think you will face as a Team Leader, and how will you overcome them?

Interviews

You will have one interview with the Co-Chairs, and professional staff. You may sign up for your interview upon handing in your application. Individual interviews will happen on Monday, September 16th to Thursday, September 19th.

DISCLAIMER AND SIGNATURE

In serving Student Transition Programs, I have upheld and will continue to uphold the standards of the Orientation Leader Program. This includes, but is not limited to:

- Follow all UTD Code of Student Conduct that applies to your behavior on and off campus.
- OLs are not allowed to date or develop a sexual or dating relationship with any incoming student that attends Freshman Orientation, Comet Camp; students living in the freshman area; or any freshmen enrolled in a UNIV 1010 class (or its equivalent) and the ensuing semester.
- Intra-Team relationships must remain professional and not create a distraction.
- Understand and accept differences between cultures, ethnic groups, other students' values, beliefs systems, etc. Enable ALL students to feel comfortable coming to you for assistance.
- Represent the institution in an honest and positive manner.

I affirm that the information that I have provided on this application is truthful and correct. I understand that any UTD academic and/or disciplinary records will be considered. I accept the responsibilities and stipulations required by the duties of this position.

Signature: ___________________________ Date: ___________________________

The University of Texas at Dallas is an equal opportunity/affirmative action university.
Students with disabilities needing assistance call 972-883-6171
TX Relay: 1-800-RELAYTX