



## A-Team Leader

### Fall 2019 Position Description

#### **ABOUT A-WEEK**

A-Week is designed to aid incoming first-year students in their transition from high school to college by linking student success tips and practices to experiences both in and outside of the classroom.

#### **POSITION**

As an A-Team Leader, you will work to facilitate the objectives and small-group activities as it relates to the A-Week fall transition initiative. A-Team Leaders are required to attend the daily topic-specific programs and small group discussions each morning and at least two all-campus social events in the evenings (attendance at all events are highly encouraged). In addition, A-Team Leaders will be required to volunteer at a number of day-time events throughout A-Week to support the academic colleges and university colleges contributing to the program.

#### **A-TEAM LEADERS HAVE:**

- Pride in the University of Arkansas
- Ability to value and communicate with people from diverse backgrounds with a variety of personality types
- Ability to work as an effective and productive team member
- Strong leadership skills
- Ability to serve as a positive role model

#### **QUALIFICATIONS**

- Completed a minimum of one semester at the University of Arkansas, Fayetteville campus.
- 2.25 cumulative Grade Point Average by end of semester Spring 2019

#### **EXPECTATIONS**

- Applicants must: 1) complete an online application, 2) schedule an individual interview, and 3) attend the half-day training seminar on Sunday, August 18, 2019
- Participate in all topic-specific programs, small group discussions and at least two all-campus social events throughout A-Week (attending more than two is encouraged), as well as assist with New Student Welcome and other requested campus-partner events.
- Model responsible behavior for first-year students
- Assist first-year students by answering questions and referring to campus resources as requested
- Maintain contact with and be responsive to student group throughout the week
- Lead and facilitate discussions specific student success topics (as covered in training)

A-Team Leaders get the unique opportunity to directly mentor incoming first-year students and act as a resource and guide for them during their college transition. A-Team Leaders will receive free meals (lunch) during the week's program and receive A-Week t-shirts to wear throughout the program.

## **DISMISSAL**

An A-Team Leader may be dismissed if it is determined during staff training or A-Week program(s) that a leader is not maintaining ethics befitting a paraprofessional, not meeting academic and disciplinary qualifications, not performing satisfactorily, not able to work productively with others, or jeopardizing the success of the program.

## **TRAINING WORKSHOP**

All facilitators will be required to attend this half-day training workshop.

**Sunday, August 18, 2019 from 1:00pm – 5:00pm**

## **JOB REQUIREMENTS – ATTENDANCE MANDATORY**

### **CAMPUS EVENTS/ACTIVITIES Expectations and DUTIES DURING A-WEEK**

#### **Monday, August 19, 2019**

New Student Welcome: 5pm-7pm

#### **Tuesday, August 20, 2019**

A-Team Meeting: 10am-11am

A-Week Events: 4pm-7pm

#### **Wednesday, August 21, 2019**

A-Team Meeting: 10am-11am

#### **Thursday, August 22, 2019**

A-Team Meeting: 10am-11am

#### **Friday, August 23, 2019**

A-Team Meeting: 10am-11am

#### **Saturday, August 24, 2019**

Attend and Assist with a Community Excursion/Event: 8am-12pm

In addition, A-Team Leaders will need to sign up for **at least two (2) day and night campus events during the week** (list to be provided TBD). Attending more than these two required events is encouraged, as it takes time, effort, and trust to develop effective mentor-mentee relationships.