



2024 NSO Eagle Guide Job Description

Time Commitment

- Training – Wednesday, August 28 and Thursday, August 29, 2024
- NSO dates – Friday, August 30 through Labor Day Monday, September 2, 2024
 - All day availability is needed due to the nature of NSO programming
 - Date conflicts must be addressed before employment
- Eagle Guides may have additional outside employment during the summer, provided it does not interfere with the delivery of the NSO program.

Compensation

- \$9 an hour
- Meals during training and NSO at Whitney Center
 - Please note: If you have a Stryker Classic or Deluxe dining plan, you will use your swipes
- Early move-in to on-campus housing (if needed)
- Eagle Guide Apparel

New Student Orientation (NSO) Eagle Guides welcomes over 2,200 new first-year and transfer students! The position exists to welcome and acclimate new students to the campus during New Student Orientation. The role consists of assisting with move-in weekend, promoting interaction among groups of new students by facilitating icebreakers and small group discussions on college transition-related concerns and opportunities, and being a part of NSO events.

Responsibilities

Eagle Guides will be expected to:

- Be willing and enthusiastic about connecting with new students
 - Hospitable, fun, energetic attitude
- Lead small-group sessions for first year and transfer students
- Assist with move-in
- Participate in the creation of various orientation performances, presentations, and evening activities
 - Provide support for select events in an as-need manner
- Acquaint new students with campus services and activities
- Serve as a resource when new students have a concern or problem; be knowledgeable of campus services to provide referrals for new students
- Opportunities to lead conversations/activities regarding sense of belonging and identities
- Serve as a foundational member of students' networks by connecting them to academic and co-curricular involvement opportunities

- Be patient, a good listener, and supportive and understanding of the struggles of students in transition
- Perform work both independently and as a member of a team
- Work with all types of new student personalities, so their experience at NSO is positive
- Uphold and enforce all aspects of the university conduct code
- Use problem solving skills in a fast paced and exciting environment
- This list is not comprehensive, and Eagle Guides will be expected to complete other duties as they are assigned

Professional Character of an Eagle Guide

As an Eagle Guide, you will be working on a professional team in a peer-counseling situation, where your comments are interpreted as University comments and care must be taken to represent all aspects of campus life without personal bias. Eagle Guides serve as role models for the University of Wisconsin – La Crosse. It is essential to the success of NSO that Eagle Guides always work as a team. Additionally, you need to be able to present the university to new students in a non-biased manner no matter how you feel about university departments, staff and faculty, policies, or actions taken by the university.

Requirements

- Must be a registered undergraduate student, attending classes Fall 2024
- Good disciplinary status
- Exhibit qualities of a student leader: reliability, responsibility, confidence, flexibility, a positive attitude and strong work ethic, teamwork, strong communication, and interpersonal skills, problem solving and conflict management abilities, and initiative
- Positive attitude and enthusiasm for the University of Wisconsin – La Crosse
- Work effectively with groups and individuals from diverse backgrounds

Benefits

- Campus knowledge and connections with staff and faculty
- Effective leadership and management
- Teamwork and interpersonal communication
- Public speaking and small group facilitation
- Flexibility and adaptability
- Problem solving and critical thinking; keeping composure in fast-paced, challenging situations
- Effective communication and positive customer service

Questions?

Please contact New Student and Family Programs at nsfp@uwlax.edu or 608.785.8055.