Student Transition Program
2015 Summer Counselor Application

The Student Transition Program is currently seeking energetic and hardworking students for their summer counselor positions.

Qualifications & Requirements

Applications are DUE Friday, February 27, 2015 by 5:00p.m. Late applications will not be accepted.

Qualifications:

1. Must be a full-time University of Mary Washington student (rising junior or senior).
2. Must have a cumulative GPA of 2.85 or better by the end of the fall 2014 semester.
3. The ability to interact with people from diverse cultural backgrounds.
4. The ability to plan and implement academic, cultural, social and recreational activities.
5. The ability to tutor one or more subjects.
7. Knowledge of the University of Mary Washington’s support services, campus policies and procedures.
8. Strong interpersonal skills.
9. Exceptional organizational, communication, and social skills.

Job Requirements:

1. Assist in a variety of academic support functions including overseeing study halls and planning and presenting workshops.
2. Attend the formal counselor training sessions (i.e., June 11-12, 2015).
3. Attend weekly staff meetings.
4. Conduct weekly meetings with your student group.
5. Meet with each of your assigned group members weekly to document their academic and social progress.
6. Participate in nightly and weekend duty rotations in the residence hall.
7. Ensure the completion of all checkout procedures.
2015 STP Summer Counselor Application Requirements
(Continued)

8. Conduct hall meetings to announce upcoming events and to reinforce program rules and regulations.

9. Design door decorations and bulletin boards for students who reside in your area of the residence hall.

10. Oversee the planning and execution of designated extracurricular activities (e.g., bowling, movies, weekend activities).

11. Be available for the duration of the program (Wednesday, June 17, 2015 through Friday, July 24, 2015). The STP Director must approve any absence exceeding five hours.

12. Complete all duties and obligations assigned by the STP Director.

Compensation:
- $900.00
- On campus room and board for six weeks
- One June (i.e. Summer I) session class and books for that class

Additional Requirements:
- Counselors may not have additional employment during the summer program
- Only passing final grades in the selected course will be paid

Please bring completed applications to:

Combs Hall, Room 101 by Friday, February 27, 2015, no later than 5:00 p.m.

FMI:
Please contact Dr. Trahan, STP Director
(540) 654-2119
dtrahan@umw.edu
Combs 101, rm 107
# STP Summer Counselor 2015 Application

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Do you have previous counseling, leadership, or residence life experience?  
Yes____ No____  
Please Describe:

Availability:  
Would you be available from June 11, 2015 to July 24, 2015?  Yes_____ No_____  
Are you taking a summer course?  Yes____ No____  
If yes, then please list the course and time?

*Please attach a resume and cover letter*  
Return to Combs Hall, Room 101 by Friday, February 27, 2015  
No later than 5:00 p.m.