**International Orientation Team Application**

Center for International Education

International Student and Scholar Services

**PLEASE PRINT AND RETURN APPLICATION TO CIE BEFORE February 8th**

|  |  |
| --- | --- |
| First Name Last Name Preferred Name | B# Number:B00 |
|  CPO Contact Number/Email T-Shirt Size  S M L XL XXL  | Country |
| Earliest Date you can begin work? | Do you have defensive and/ or van driving? (Circle one) Defensive Van Both  | If yes, enter driver’s license information.DL# State |
| **- Select ALL Dates You Are Available to Work –****Mandatory Attendance**

|  |  |  |
| --- | --- | --- |
| [ ] August 5th | [ ] August 10th | [ ] August 15th |
| [ ] August 6th | [ ] August 11th | [ ] August 16th |
| [ ] August 7th | [ ] August 12th |  |
| [ ] August 8th | [ ] August 13th |  |
| [ ] August 9th | [ ] August 14th |  |

 |
| Do you have any special requests or needs for a work schedule? |  |

Do you intend to work general orientation? [ ]  YES [ ]  NO

Will you be living ON CAMPUS during international orientation? [ ]  YES [ ]  NO

Have you had Green Dot Training? [ ]  YES [ ]  NO

(*This will not affect your application)*

Have you worked international orientation in the past? [ ]  YES [ ]  NO

If yes, how did you participate? When?

Why do you want to work the international orientation?

Responsibilities Include but not limited to:

* Picking up students from the airport
* Welcoming students, assist with luggage, escort to and from residents halls
* Escorting students to and from daytime orientation activities during the week, supervise sports activities, and leading campus tours
* Assist with evening activities during the week.
* Preparing for meals, cooking, and serving meals

Applications can be returned by:

* **Email to** isss@berea.edu
* **Dropped off at the Center for International Education WP 205** (During regular business hours)

*This position has the potential for up 40 hours per week. For this reason I understand that I will be unable to work any other labor position at this time. I also understand that I will need to be available from the 5th to the 16th.*

 Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Date: \_\_\_\_\_\_\_\_\_\_\_