**Orientation Diplomat Leader Application**

A Diplomat is an undergraduate or graduate student who assists the Associate Director of New Student and Family Orientation and Panther Prep Leader(s) in facilitating the Fall Orientation Program and all International Student programming during Orientation Week in conjunction with ISSS.

**Requirements:**

- Undergraduate or Graduate International Student
- 2.50 Cumulative GPA or higher
- Presentation experience
- Proven leadership skills
- Attend Orientation Team Meetings in the Spring Semester

**Duties:**

- Assist with implementation of the fall Orientation program
- Assist with emailing, phone calls, and pre-program tasks as needed
- Respond to student and family questions
- Assist in fall orientation publicity
- Attend monthly meetings with Associate Director of New Student and Family Orientation, Panther Prep Leader(s) and other Diplomats in the Spring
- Other duties as assigned

**Program Duties:**

- Facilitate team-building activities
- Serve as role models for other team members
- Motivate leaders and students to stay involved in programs occurring throughout the week of training and orientation
- Assist with making sure that facilities are ready for events and provide the speaker/entertainer with any special needs for the program, i.e. water, soda, meals etc.

**Compensation:**

- $100 Orientation Scholarship paid after Orientation is complete
- 100 hours of Campus Service
- All staff t-shirts and new student giveaways
- Meal points during Orientation week
- Orientation staff team building exercise during spring semester and during summer training
- Leadership Development
- A fun time welcoming the new Florida Tech students
NAME: __________________________________________________________________________________________

Last                                      First                                      Middle Initial

Current Mailing Address: __________________________________________________________________________

City: ________________________ State: __________________ Zip: __________________

Hometown: __________________________ Phone: __________________________

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What is your cumulative GPA? ____________________________ Class Rank (FR, SO, JR, SR): ____________

Major/Department: _____________________________ Expected Graduation Date: ____________________________

Have you ever been hired as a Panther Prep Leader or Diplomat? ____________________________

Languages Spoken: __________________________________________________________________________________

Have you ever applied to be a Resident Assistant before? If so, when? ________________________________

How did you hear about this position? __________________________________________________________________

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Past Employment

Please list Florida Tech employment first, if applicable, then other employment from most recent to least.

Department: _____________________________ Supervisor (Name/Contact): ________________________________

Dates of Employment: _____________________________

Job Responsibilities: ______________________________________________________________________________

______________________________________________________________________________________________

Department: _____________________________ Supervisor (Name/Contact): ________________________________

Dates of Employment: _____________________________

Job Responsibilities: ______________________________________________________________________________

______________________________________________________________________________________________

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Past/Current Leadership

Organization: ___________________________________________________  
Position(s) Held: ________________________________________________________________________________  
Years Involved: ___________  
Responsibilities/Contributions: ________________________________________________________________________________

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Position(s) Held: ________________________________________________________________________________  
Years Involved: ___________  
Responsibilities/Contributions: ________________________________________________________________________________

**Please use back of sheet if additional space is needed**

Questions

Please answer the following questions: (Please attach a separate piece of paper if you need more space)

1. Why do you want to become a Diplomat? What characteristics do you think are important for being a Diplomat?

__________________________________________________________________________________________________  
__________________________________________________________________________________________________  
__________________________________________________________________________________________________

2. In what ways have you become involved at FIT and how has that influenced your university experience?

__________________________________________________________________________________________________  
__________________________________________________________________________________________________  
__________________________________________________________________________________________________  
__________________________________________________________________________________________________  
__________________________________________________________________________________________________  

3. What would you change about your Orientation week? Why?

__________________________________________________________________________________________________  
__________________________________________________________________________________________________  
__________________________________________________________________________________________________  
__________________________________________________________________________________________________

4. Is there anything further that you think is important for us to know about you?

__________________________________________________________________________________________________  
__________________________________________________________________________________________________  
__________________________________________________________________________________________________
References/Recommendations

Please list two references, preferably faculty or staff (no fellow students):

1. ____________________________________________  
   Name                        Phone #  

2. ____________________________________________  
   Name                        Phone #  

If possible, please write (below) one staff member from the Orientation Program/FYE Office who you believe can attest to your character and potential to be a Panther Prep Leader.

__________________________________________

YOU WILL BE ASKED TO SIGN-UP FOR A GROUP INTERVIEW DATE UPON SUBMITTING YOUR APPLICATION.

PLEASE SUBMIT COMPLETED APPLICATIONS TO THE OFFICE OF FIRST YEAR EXPERIENCE (WOOD HALL, NEAR THE TENNIS COURTS).

APPLICATION DEADLINE IS OCTOBER 20TH, 2017 BY 5:00PM.

PLEASE DIRECT ALL QUESTIONS TO ORIENTATION STAFF AT ORIENTATION@FIT.EDU OR 674-8747.