2014 STAFF APPLICATION
For: Crew, Emcee, Operations Staff
Orientation Guide, Photographer, Videographer

Hello Potential Camp Crimson Staff Member!

Thank you for your interest in being part of the Orientation 2014 staff. We truly appreciate you taking the time to consider helping us welcome our newest members of the Sooner family! We have high expectations for our 2014 orientation programs and we are glad you are interested in playing an integral role in our success.

This year there will be some significant changes to our staff and a big change to the Camp Crimson schedule. The schedule change is that we will be changing Camp Crimson: Service to make it the same as our other July sessions. This will allow us to accommodate more students which is necessary as our registration numbers continue to grow! (It also means we will now have 13 OGs instead of 11!)

We will also be making a change to the rolls of Operations Staff. This year, our Op Staff will only be focused on Camp Crimson, and we will form a small committee of students to focus on Sooner Orientation Weekend. Together, our Camp Crimson Staff (Op Staff, OG, Crew, Emcee, Photographer and Videographer) along with the SOW Committee will make up the full Orientation Staff. Each group and individual will have their own areas of focus and expertise, but we will operate together as a team to put on an incredible summer of Camp Crimson and Sooner Orientation Weekend. This new staff arrangement will allow us to continue to improve the quality of our programming. Many of you saw the improvements this past summer in our programming and we are excited to see what we can do this summer with this new structure.

On the next few pages of this packet, you will find descriptions for Crew, Emcee, Operations Staff, Orientation Guide, Photographer and Videographer, as well as instructions for completing the application. The deadline for these applications is Friday, November 8th at 5 p.m. All applicants must turn in a
(1) personal information form,
(2) 1-page personality style essay,
(3) creative project with brief description (except for Photographer and Videographer applicants who will turn in portfolio projects).

Further details for each of those projects are included in the following pages of this packet. Upon turning in a completed application, you will be contacted to schedule an interview time (or audition time, for Emcee applicants). Interviews will be held the week of November 11.

You are able to apply for multiple positions on staff, but please follow the application directions (found later in this packet) for the position that is your #1 priority. Please be sure to read and fill out everything completely. Once you have submitted your application, I will contact you to set up an interview time. If you have any questions, please contact me at Student Life in the Oklahoma Memorial Union, Suite 370, or by email (zac@ou.edu). Thanks again for your interest! I look forward to speaking with you during interviews.

Sincerely,
Zac Stevens
Assistant Director, Student Life
Orientation and Transfer Programs
Orientation 2014

Position Descriptions

We are excited about Orientation 2014! Continuing the tradition we started in 2006, when we say “Orientation” we are talking about an experience, not a program. The experience includes three strong programming components: Camp Crimson, Sooner Orientation Weekend (SOW) and Freshman Week, but also includes regular communication with new students to ensure that their transition to the University of Oklahoma is a great one and that they feel welcome and well-supported. Below you will see how each position helps us achieve those goals.

**Crew** (8-10) Crew members will work multiple sessions of camp & at SOW.
Crew will be paid during Camp Crimson. No prior experience with camp is required.
Crew members work with the logistical side of camp, assisting Operations Staff to ensure that everything during camp runs as smoothly as possible. Crew members play a pivotal role in organizing and preparing supplies for camp, setting up audio/visual equipment, staffing camp headquarters, handling various behind-the-scenes tasks during camp and much more. Some crew members take on additional responsibilities assisting and/or running various events at camp. Crew works as a team, with each person working on tasks that match their strengths (i.e. - not every Crew member needs to know how to set up audio-visual equipment).

**Emcee** (1) Emcee will work all sessions of camp & at SOW.
Emcees will be paid during Camp Crimson. Prefer previous experience as a Camp Crimson Small Group Leader.
The Emcee is the face of Camp Crimson. The Emcee will be part of all things related to Camp: interviews, selection, training, advising, etc. and may be needed to help film informational videos prior to camp. The Emcee will also serve as the coordinator for the VOICES [unheard] portion of camp.

**Operations Staff** (maximum of 4) Op Staff is a paid summer internship.
Must have experience with Camp Crimson, SOW or with the organization of another camp.
Op Staff will be hired and paid to work 30 hours per week starting the week of May 12 and ending the day before Fall 2014 classes start. Op Staff members will work closely with various campus departments, students and parents to effectively program Camp Crimson. Op Staff will work very limited and flexible hours through the spring semester, before starting the paid 30 hours per week position on the week of May 12. Since this is a paid position, a resume with references must accompany this application.

**Orientation Guide** (13) OGs will work multiple sessions of camp & at SOW.
OGs will be paid during Camp Crimson. Prefer previous experience as a Camp Crimson Small Group Leader.
OGs will be responsible for all things related to Small Group Leaders (SGLs): interviews, selection, training, advising, etc. OGs will be responsible for helping train SGLs and organizing family gatherings during the spring semester and will be expected to serve as a liaison to their family’s namesake. During the school year, OGs will continue to serve as a liaison to their family’s namesake and help ensure that SGLs are fulfilling their requirements as mentors to their campers.

**Photographer & Videographer** (1 of each) Each will work all sessions of camp & at SOW.
Photographer and Videographer will be paid a predetermined stipend once finished products are delivered. No prior experience with camp is required.
The Photographer and Videographer are responsible for capturing the Camp Crimson experience. Each will meet with the Orientation Coordinator to ensure that their vision for a finished product matches the vision for Camp Crimson. Each may be needed during the spring and summer to help prepare informational videos, take pictures for the website, etc. These projects will be planned out in advance around the Photographer and Videographer’s schedules.
Orientation 2014 Personal Information Form

PLEASE PRINT LEGIBLY.

Name_____________________________________ Phone ____________________________

E-Mail _____________________________________ Next year I will be a: Soph Jr Sr

T-shirt size:  Small  Medium Large  X-Large XX-Large XXX-Large

Take the personality test at: http://www.humanmetrics.com/cgi-win/JTypes2.asp and write your four letter Myers Briggs Personality Type here: _______ _______ _______ _______

Please rank your preference for staff positions. You can rank as many as you would like, but you will only be considered for the positions for which you indicate interest. Ranking only one position will not be held against you, so please be sure that you are truly interested in all positions that you rank.

___ Crew   ___ Emcee   ___ Operations Staff
___ Orientation Guide  ___ Photographer  ___ Videographer

If you indicated interest in a position on Crew or as an Orientation Guide, please check the dates that you will be available (Op Staff, Emcee, Photographer and Videographer must be available for all sessions):

___ June 12-28  ___ July 6-28  (Camp dates are June 18-20, June 25-27, July 9-11, July 16-18, & July 23-25)

Orientation Staff Members (this includes all positions listed on this application) Must:
• Attend afternoon training sessions on Sunday, March 30, Sunday, April 6 and Sunday, April 13.
• Attend the Orientation Staff Retreat to be held early in the spring semester (date TBA).
• Work multiple shifts during Sooner Orientation Weekend (Anticipated work dates: Aug. 13 – Aug. 17)
• Work closely with all other staff members to ensure the success of Orientation.
• Uphold all Orientation and OU policies including, but not limited to, grades, academic misconduct, hazing, drugs and alcohol.
• Fulfill duties as outlined in the specific position descriptions in this packet or assigned by the Orientation Director, Graduate Assistants and/or other qualified University staff members.

Orientation policies and the University of Oklahoma Student Code of Conduct require all student leaders to be in good standing with the university and maintain a minimum grade point average as designated by the organization and/or university. My signature authorizes the Orientation Staff and university personnel to review my academic records. In the circumstance that I do not meet the minimum requirement of a 2.5 GPA, I understand that my application will not be considered. In addition, by signing, I agree to uphold the specific duties of the position(s) I am applying for (identified elsewhere in this packet), and all Student Conduct Codes and Regent Policies of the University of Oklahoma.

________________________________________________________________________________

Name       Signature       Date

Please be sure to read all of the information included in this packet before turning in your application!

When your application is complete deliver all components of it—personal information form, creative project with brief description, (or portfolio, for photographer and videographer) and 1-page personality style essay—by 5:00pm on Friday, November 8 to Student Life (OMU 370). There is a file cabinet with a folder for Camp Crimson applications. If your creative project will not fit in the file, please deliver it to Zac Stevens, OMU 363 or, if Zac is unavailable, leave it with Becky Sternberg in the Student Life suite.
Short Essay, Creative Project and Interview Topics

Please review the creative project guidelines and interview prompts for the position that is your #1 preference. All applicants must complete the first item listed below plus the specific item(s) for the position that is their number one preference.

ALL APPLICANTS
Do an internet search for your 4-letter Myers Briggs code that you wrote on the personal information form. Read a description of that personality style and write a one-page essay explaining how, based on your code and the description you read, your personality will help you in the position you are applying for.

CREW, OPERATIONS STAFF and ORIENTATION GUIDES
Creative project: Create something that will represent why you love Camp Crimson and why we should select you to be on staff (PowerPoint, collage, video, poem, rap, etc.). You are allowed to use other people to help you with your creative project, but it should reflect your own personal creativity, skills and talents. With your application, turn in a brief (no more than one page) description of your creative project.

For the interview, think about the following:
- Your strengths and how they will help you excel in your position,
- Ideas for developing and improving our programs,
- Examples of times from your past that would demonstrate to us that you are a good fit for the position you have applied for.

EMCEE
Creative project: Create something that will represent why you love Camp Crimson and why we should select you to be on staff (PowerPoint, collage, video, poem, rap, etc.). You are allowed to use other people to help you with your creative project, but it should reflect your own personal creativity, skills and talents. With your application, turn in a brief (no more than one page) description of your creative project.

You will not have an interview. Instead, you will be sent a copy of last year’s Opening Session script and will be asked to perform various parts of it. Be thinking of creative ways to introduce yourself and present the material in the script.

PHOTOGRAPHER and VIDEOGRAPHER
Your creative project is your portfolio. You should turn in 2 things with your application:
- A project that best represents your skills and talent...your best project (up to 10 photographs for Photographer applicants, 1 video for Videographer applicants)
- A project that best represents your vision for/ability to produce a product that captures the Camp Crimson experience (up to 10 photographs for Photographer applicants, 1 video for Videographer applicants)

For the interview, think about the following:
- Your strengths and how they will help you excel in your position,
- Ideas for developing and improving how we capture the Camp Crimson experience,
- Examples of times from your past that would demonstrate to us that you are a good fit for the position you have applied for.