

# PITZER COLLEGE

## New Student Orientation



**Position Title** Volunteer Orientation Adventure (OA) Trip Leader

**Dates of Commitment**

- April 13th & April 14th, 8am-5pm
  - Late April - Early May
  - Sunday August 18th, 9am-5pm
  - Monday August 19th, Morning  
Afternoon
  - Tuesday August 20th - Friday August 23rd, 9am-5pm
  - Saturday August 24th - Sunday September 1st
- Wilderness First Aid (backcountry trip leaders only)*  
*OA Trip Leader Meetings with OA Coordinator*  
*On-campus move-in day for all OA Trip Leaders*  
*CPR/First Aid Training (Select Leaders)*  
*Teal Dot Training (If not previously trained)*  
*OA Trip Leader Training & Student Leadership Institute*  
*OA Trip Leader Responsibilities*

**Locations** Pitzer College & OA Trip Site

**Program Contact** Alayna Session-Goins, Assistant Dean of Campus Life  
GSC 204 | alayna\_session-goins@pitzer.edu | 909.607.2988

**Position Overview:**

This volunteer, leadership position is an essential component of the New Student Orientation (NSO) program at Pitzer. OA Trip Leaders play an active role supporting new students in their transition to Pitzer, assisting with the implementation of the NSO program and providing a perspective on college life at Pitzer centered on the Pitzer core values. OA Trip Leaders get to spend four days leading off-campus excursions in the greater Southern California area, with 10-14 new students, with the goal of fostering the development of meaningful relationships between new and returning students. Once back on-campus, OA Trip Leaders lead their new students through dialogues about: sexual assault and dating violence, alcohol and substance use, and adjusting to campus life.

**Essential Functions:**

- Help the OA Coordinators set the vision for the trip activities and logistics
- Assist with new student move-in day
- Facilitate pre-trip meetings and tasks in advance of the OA trip departures
- Build relationships and provide support to OA participants
- As a team, use each OA Trip Leader's individual strengths and training to successfully execute an OA trip
- Facilitate a safe, welcoming and enjoyable experience for OA participants
- Appropriately represent Pitzer and the Office of Student Affairs, while providing a student perspective on college life
- Assist with OA trip wrap-up including: reconciling trip finances and cleaning and inventorying gear
- Help facilitate orientation session debriefs about campus life for new students and encouraging participant feedback

**Required Knowledge, Skills and Abilities:**

- The OA Trip Leader position is open to all Pitzer students in good social and academic standing. The ideal candidate will possess an enthusiastic interest in the new student transition and the orientation experience, be well acquainted with academic and cocurricular life, communicate effectively with their peers and aspire to become a strong leader. Trip Leaders are student leaders for Pitzer College. They must abide by and uphold all Pitzer's policies, protocols and procedures. OA Trip Leaders may be involved in difficult situations throughout the course of this position. They are expected to provide support where appropriate, ask for guidance when needed, and connect to resources.
- OA Trip Leaders have specific responsibilities to ensure that Pitzer complies with its legal obligations to prevent illegal discrimination and harassment. OA Trip Leaders must promptly report information to the Director of Orientation if the OA Trip Leader becomes aware that such harassment or discrimination is taking place or has occurred. Training in these areas will be provided.
- OA Trip Leaders are expected to comply with all requirements listed above, as well as with the provisions of Pitzer's Code of Student Conduct, and may be removed from their voluntary position at any time for failure to do so.