Orientation Support Team (OST)  
Duties and Responsibilities

The members of Fairfield University’s Orientation Support Team (OST) serve as behind-the-scenes leaders who are integral in making the Orientation program a successful one. OSTs will shadow and work closely with New Student Leaders (NSLs) to learn more about what the NSL role entails. Additionally, OSTs will receive training on various aspects of the Orientation program, including advising, creating inclusive communities, and helping first-year students in their transition to Fairfield University. OSTs will participate in the set-up and break-down of sessions, registration, decorating, troubleshooting, and other essential duties as needed. The OSTs will also serve in one of Fairfield’s oldest traditions by welcoming and assisting new students and their families as they arrive in Fall 2015.

Required Dates (all dates 2015)*

- **OST RETREAT DAY:** Sunday, April 26 10 am to 2 pm
- **NSL/OST SOCIAL:** TBD
- **SAFE SPACE TRAINING:** During June Training
- **JUNE ORIENTATION:** Session A: June 16-17; Session B: June 22-23. OSTs must attend both sessions plus training on June 13. **NOTE:** OSTs are strongly encouraged and may be required to depart campus between sessions on June 18 and return the evening of June 20 (meals will not be provided during this time). Once Session B is complete, OSTs are to depart by June 24.
- **FALL WELCOME:** Return to campus on August 26 by 12 p.m. to assist with Fall Welcome.

*ALL DATES ARE CURRENTLY PENDING

OST Benefits/Compensation  
The OST position is a voluntary student leadership position. The OSTs will receive strong mentorship and training as part of their leadership development.

Role Model/Ethical Leader  
All OSTs must recognize that, due to the unique nature of the duties and responsibilities that go along with the OST position, their conduct must be above reproach. OSTs have a responsibility to behave in ways which will not have detrimental effects upon neither Fairfield University, any members of the University community, nor compromise the integrity of the position. Furthermore, personal conduct must be in conformity with the law and Fairfield University’s Student Code of Conduct at all times. An OSTs personal behavior must reflect consciousness of Fairfield University’s Jesuit mission and identity, as well as the role of an ethical leader for students across campus.

OSTs must agree to and understand the Student Programs & Leadership Development Professional and Leadership Standards.

This description is not an all-encompassing list of OST responsibilities, so others may be assigned as needed. The Orientation Support Team description is subject to change in accordance with the best interests of the Department of Student Programs & Leadership Development and our student leaders.