



## **Tompkins Cortland Community College**

### **Panther Welcome Crew**

### **Volunteer Description and Expectations**

#### **Position Summary:**

The Panther Welcome Crew (PWC) provides leadership, builds community, and promotes new student learning and success during New Student Orientation and Welcome Week activities. Panther Welcome Crew members play a key role in welcoming new students to Tompkins Cortland and introducing these students (and their family members) to the campus community. Panther Welcome Crew members support the transition of new students to college by forming connections to campus, answering questions, and informing students about campus resources.

#### **Panther Welcome Crew Volunteer Responsibilities:**

- Lead new students through the Orientation and Welcome Week events by:
  - Leading a team of new students and facilitating small group discussions with your team
  - Addressing concerns of new students (and family members) by answering questions
  - Leading students between sessions, staffing information tables, and assisting with check-in
- Provide general support and leadership for new students by:
  - Assisting with Orientation-related tasks including session preparation and room set-up, preparing New Student Welcome check-in materials, and hanging signs
  - Working in close cooperation with the College faculty and staff
  - Representing Tompkins Cortland as a positive role model for new students

#### **Expectations and Commitment:**

- Attend all training sessions on Friday and Saturday, August 18-19, 2017
- Perform a minimum of 25 volunteer hours Sunday-Tuesday, August 20-22, 2017 (Orientation)

#### **Qualifications:**

- Must be a current student in good academic and student conduct (judicial) standing (view the academic standards at [http://www.tc3.edu/catalog/pp\\_academic\\_standards.asp](http://www.tc3.edu/catalog/pp_academic_standards.asp))
- Must have completed at least one semester at Tompkins Cortland (can include Spring 2017 if this is your first semester)
- Must be registered for at least 6 credits in both the Spring 2017 and Fall 2017 semesters
- Should possess effective verbal communication skills, problem solving abilities, pride in being a Tompkins Cortland student, a strong desire to work with new students, dedication, flexibility, and a willingness to learn
- Should be comfortable interacting in one-on-one and small group settings
- Should possess teamwork skills suitable for working with fellow student leaders and new students

#### **To apply:**

Complete the Panther Welcome Crew Volunteer Application online by Friday, April 21, 2017 at [https://www.surveymonkey.com/r/Apply\\_PWC\\_Fall2017](https://www.surveymonkey.com/r/Apply_PWC_Fall2017)

#### **Questions about the position or application process?**

Email [Success@tompkinscortland.edu](mailto:Success@tompkinscortland.edu) or call 607.844.8222, Ext. 4521