Each year, a group of enthusiastic, responsible, and aware undergraduate students are selected to help guide incoming students through the transition from high school to college. In this capacity, they serve as resources for new students and their parent & family members; they assist WU staff with planning and implementing Bear Beginnings: New Student Fall Orientation as well as fall and spring events and programs that are both academic and social in content. They are viewed as student leaders among the University community. WUSAs play a key role in making the first-year experience a rewarding, fun, and successful welcome to the WU community.

WUSAs are crucial to the academic, personal, cultural, and social integration of students into the WU community throughout the first year. They serve as role models for new students. In addition, first-year applicants partner with the resident advisors in building community through participation in residential college and Wash U events.

Selection as a WUSA is both a unique honor and rewarding opportunity for personal leadership development and professional growth. Recognized by the University administration and faculty for their worthy assistance and the energy and motivation they bring to their work with our first-year students, this team of leaders has a significant amount of responsibility as well as many privileges. As a vital member of this dynamic team, WUSAs enjoy a memorable experience while providing a valuable service to the University community.

The WUSA position requires motivated student leaders who have a strong interest in assisting new students with their transition to the Washington University community. WUSAs should exhibit a genuine concern for others. Successful staff members are able to both complete tasks autonomously and work with a co-WUSA and team of other student leaders.

**QUALIFICATIONS**

- All applicants:
  - Exemplify these core attributes:
    - Approachable, dependable, dedicated, knowledgeable, role model
  - Exhibit leadership potential and take initiative
  - Exhibit strong commitment to the WUSA program
  - Exhibit a strong commitment to the University and the First Year Center’s missions
  - Exhibit a strong commitment to becoming informed and knowledgeable about the University’s academic policies, procedures, deadlines, and various advising systems
  - Exhibit strong interpersonal and group presentation skills
WUSA Position Description 2018-2019

- Possess a genuine concern for others
- Have an open mind and a positive attitude
- Demonstrate the ability to work with a diverse group of people, including students, parents, faculty, and staff
- Be in good standing at the University with regards to discipline history
- Have a cumulative GPA of 2.5 or higher by the end of the spring semester
- First-year applicants must have a 2.5 GPA or higher at the end of their fall semester
- Be an undergraduate at WashU through May 2018
  - Students in the Classes of 2019, 2020, and 2021 are invited to apply
- First-year applicants:
  - All current Washington University undergraduate students are eligible to apply for this position.
- Transfer applicants:
  - Transfer WUSAs must have transferred from another institution.
- Exchange applicants:
  - Exchange WUSAs must have studied abroad, or are currently studying abroad.

COMPENSATION AND BENEFITS

- Serve as a role model and mentor for new students
- Significant leadership experience and increased in knowledge of WU
- Develop professional relationships with faculty, staff and students
- Early return to campus, costs for early move-in housing paid by the First Year Center
- Meal card for early return (approximately $100)
- Staff shirts
- Be ACTIVE, HELP others and have FUN!

IMPORTANT/MANDATORY DATES

**These dates are MANDATORY for this position!**

If you have any questions about these dates, or have potential conflicts, please contact the WUSA Selection Chairs at firstyearcenter@wustl.edu.

1. **Spring Training Meetings**
   - Five sessions in the spring:
     1. Welcome meeting
        Thursday, March 29
        7:00 PM – 9:00 PM
     2. Training #2
        Tuesday, April 3rd
        7:00 PM – 9:00 PM
3. Green Dot bystander intervention training  
   Sunday, April 8th  10:00 AM – 4:00 PM

4. Team Dinner  
   Week of April 9th – Date, time, and location TBD by individual WUSA team

5. FY WUSAs – meeting with RAs  
   TX WUSAs – meeting with team  
   Monday, April 16th  7:00 PM – 11:00 PM

6. All WUSA Community meeting  
   Monday, April 23rd  7:00 PM – 9:00 PM

2. Camp WUSA Training Week  
   - Friday, August 17th at 5:00 PM through Wednesday, August 22nd until 11:00 PM.  
     Typical days run approximately 8:30 AM – 11:00 PM.

3. Bear Beginnings: New Student Fall Orientation  
   - Thursday, August 23rd – Sunday, August 26th  
     Typical days run approximately 8:30 AM – 11:59 PM  
     The expectation is you will be available at all times during Bear Beginnings unless previously discussed with the First Year Center.

4. Academic Year  
   - First-year applicants:  
     o Enhance your relationship with your first-year floor by spending a minimum of two hours per week on the floor at a consistent day/time with your co-WUSA.  
     o Plan events to assist students with understanding academic deadlines/resources and to celebrate important milestones (exams, academic advising, finals, etc.).  
     o Create and maintain a floor academic resources bulletin board and calendar.  
     o Plan one program with your Faculty Associate per semester and assist RA with other Faculty Associate programming, as needed.  
     o Plan one off-campus event per semester; the spring semester event must utilize Metro transportation.  
     o Attend all residential floor meetings to relay important information to your students.  
     o Attend weekly team meetings with your First Year Center Executive Board member.  
     o Communicate regularly with your RA/RCD.  
     o Attend one WUSA meeting per month (total of six) – dates and times TBD.  
     o Participate in all Res College events.  
     o Assist with First 40 Signature Events including, but not limited to: Day One (Monday, August 28th), Symphony on the South 40 (TBD) --- Dates for fall 2018 are TBD.
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- Assist with Parent & Family Weekend: Friday, October 26 – Sunday, October 28th 2018

Transfer and exchange:
- Enhance your relationship with your students by staying in contact with them weekly via email, other social media, and in-person, as needed.
- Keep students informed of upcoming academic deadlines (exams, academic advising, finals, etc.) and resources.
- Assist with planning of monthly TX social events; one event must utilize Metro transportation.
- Attend all monthly TX social events.
- Attend weekly team meetings with your First Year Center Executive Board members.
- Attend one WUSA meeting per month (total of six) – dates and times TBD.
- Assist with First 40 Signature Events including, but not limited to: Day One (Monday, August 28th), Symphony on the South 40 (TBD), --- Dates for fall 2018 are TBD.

APPLY

- Visit https://firstyear.wustl.edu/apply to apply
- Online application due by Noon on January 31st, 2018
  - Please note that the application requires one recommendation, due by Noon on Wednesday, February 7th. Recommendations should be completed by a WashU faculty or staff member, current or former employer, or high school instructor or staff member.
  - The reference form can be found at https://firstyear.wustl.edu/recommendation
- Questions may be directed to firstyearcenter@wustl.edu.

NOTE: You may not serve as a WUSA if you have been selected/elected as a Resident Advisor, CS40 or Student Union Executive Officer, Residential Peer Mentor, DUC Student Associate, Student Technology Coordinator, or Pre-Orientation Counselor.

You MAY study abroad Spring 2019. Responsibilities may change accordingly.