



February 4, 2025

****** [CALL FOR FALL 2025 NEW INTERNATIONAL STUDENT ORIENTATION LEADERS!](#) ******


(A GREAT WAY TO MEET PEOPLE, HELP NEW STUDENTS, DEVELOP LEADERSHIP SKILLS AND HAVE FUN!)

Did you know that Rutgers University has more than 8,000 international students from more than 125 different countries? The International Student and Scholar Services office at Rutgers (ISSS) hosts orientation events before the start of each semester to welcome new international students and help them adjust to their new life at Rutgers. ISSS is looking for 30-40 outstanding Orientation Leaders (OLs) to help facilitate orientation activities at the beginning of each semester. You can find more information about our orientation [here](#).

Do you remember your orientation week at Rutgers? If you attended orientation, you must remember orientation leaders helping you through the transition to Rutgers and life in the US. **Now it's YOUR turn!** We have started planning our fall 2025 orientation program--a comprehensive introduction to the campus, the community, the U.S. higher education system, and American culture. The program enjoys a reputation for being indispensably helpful (*and lots of fun!*) for one big reason: orientation leaders make it so.

Fall 2025 New International Student Orientation will begin on Monday, August 25, 2025. There will be additional virtual events during the summer as well. The orientation leader (OL) training program is a required (*and fun!*) part of being an OL.

Hiring Timeline

Information Sessions: These sessions are recommended to learn more about the position and ask questions before submitting your application. 

1. Monday February 10th at 2pm in-person at 180 College Avenue (ISSS Office)
2. Wednesday February 12th at 11am on Zoom:
<https://rutgers.zoom.us/j/91342486129?pwd=uTF9BNaBaolAFbeBuTiDuEIX59of74.1>

Application period: 02/10/2025 – 02/28/2025- Application link will be sent out on **02/10/2025**

In-Person Interviews: Monday, March 3, 2025 – Wednesday, March 12, 2025

First Meeting: mid-April (date and details TBD)

Orientation Leader (OL) Job Description

Orientation Leaders (OLs) are role models as well as sources of support and information for new international students. They play a major role in facilitating the adjustment of new students and their families to the Rutgers campus and community. They share accurate information about academic, personal, and social resources while working collaboratively with faculty, professional staff, and student staff from other areas on campus.

Responsibilities

- Serve as a role model and resource to new international students and their families during orientation
- Assist in the preparation, implementation, and evaluation of International Student Orientation
- Facilitate sessions, presentations, activities, and campus tours for incoming students and family members
- Assisting in the preparation of orientation activities and materials
- Explaining academic opportunities and procedures
- Acquainting new students with campus services, building locations, and resources
- Assisting new students with all essential tasks at the start of the semester – answering questions about registration, getting an RUID card, completing the legal check-in process, etc.
- Perform other duties as assigned by the ISSS staff

Qualifications and Qualities

We are looking for a diverse group of students who possess the following qualities:

- Good academic and disciplinary standing (minimum cumulative GPA of 2.5)
- Campus or community involvement (i.e. service, extra-curricular activities, etc.)
- Punctual and dependable
- Team player
- Positive attitude
- Flexibility and ability to think on your feet
- Public speaking skills
- Ability to work with diverse students, parents, faculty, and staff
- Desire to be a leader and role-model, including on-campus, online and in the community
- Desire to assist new students in their transition to Rutgers

Orientation Leader (OL) Requirements, Time Commitment, and Training Program

- Availability and assistance throughout the New International Student Orientation program

- Attendance at all orientation leader training sessions in the Spring and in August (more details to follow)
- Participation in orientation related projects and accounting for preparation time towards these projects outside of the OL training meetings

Benefits of being an Orientation Leader

- Receive a \$500 stipend
- Receive training on leadership skills, team building facilitation, group dynamics, and communication skills
- Gain public speaking and team building experience
- A great resume builder
- Working with Rutgers Global staff and other university administrators
- An OL shirt, meals during in-person training meetings and during orientation
- Raffle prizes including Amazon gift card, and more
- Forming lifelong friendships, and...
- Lots of fun!

Orientation Assistants

If you are selected as an OL you may also apply to be an orientation assistant! Orientation Assistant (OA) is a paid position at the Rutgers Global- International Student and Scholar Services. Employment will be from late-May until the end of the ISO program. Selected individuals will be working at Rutgers Global for 8-10 hours/week. We may hire 3-4 OAs this year.

Questions

If you want to learn more about the selection process before submitting the International Student Orientation Leader Application, feel free to email Audrey Nguyen (aannguyen@global.rutgers.edu).

Best wishes,
Rutgers Global - ISSS

This periodic update from the Rutgers Global – International Student and Scholar Services (ISSS) office provides you with important information regarding your legal status, upcoming programs, and useful resources. Previous updates can be found on the [Email Notices page](#).

These notices are automatically sent to all nonimmigrant students enrolled at Rutgers–New Brunswick and Rutgers Health. Most messages, however, apply only to F-1 and J-1 students. We label most messages to facilitate your identification of which messages may apply to you personally. All F-1 and J-1 students on Rutgers visa sponsorships must know the information provided in these notices and follow reminders and instructions that apply to their own situations.

This is NOT a subscription email list. These notices are sent periodically to an automatically generated list. If you are a permanent resident or citizen of the U.S and should not be receiving these notices, please contact ISSS:

New Brunswick

(848) 932-7015

iss-students@global.rutgers.edu

Rutgers Health

(973) 972-6138

iss-rbhs@global.rutgers.edu