

SPARK Leader 2021

What is SPARK?

SPARK (Summer Priority Advising & Registration Kickoff) is a mandatory two-day program for new first-year students. SPARK offers students and their families the opportunity to begin their journey at Marquette University and prepare for their upcoming transition to college. During the six programs in June, new students will register for classes, meet with representatives from the colleges and campus community, and have the opportunity to meet their fellow classmates while receiving support from a SPARK Leader. Learn more through our website at marquette.edu/spark

Overview of Position

Working with New Student & Family Programs is an opportunity for personal growth and professional leadership development. Each year, a diverse team of mature and dedicated students are selected to assist with SPARK. During this experience, **SPARK Leaders** serve as group facilitators, resource people, and role models for new students and families.

There are two leadership opportunities available for current Marquette students through New Student & Family Programs — SPARK Leader (30 positions) and Orientation Leader (110 positions).

If you are interested only in the Orientation Leader position, applications will go live during the Spring semester.

Requirements

In order to be eligible to work with New Student & Family Programs, applicants must:

- Be a full-time undergraduate Marquette University student now through the Fall 2021 semester.
- Be in good academic and disciplinary standing at the time of their selection through June 25, 2021.
- Have and maintain a minimum cumulative GPA of 2.30. GPAs are calculated as of the semester prior to selection.

Responsibilities

- Lead small groups of 10 to 20 first-year students OR guide families as a SPARK Leader for Families!
- Perform job assignments including greeting guests, providing directions, assisting with check-in, staffing of social events, and assisting with academic registration.
- Stay overnight in the residence hall with new students during SPARK (*if in person*).
- Distribute information to new students and families about the services and resources available at Marquette.
- Maintain a peer leadership environment with open communication among staff members and Student Directors.
- Serve as a representative of Marquette and execute all duties in a professional manner.
- Other duties as assigned.

Mandatory Dates

As a high-level leadership position within New Student & Family Programs, we require full commitment to the role of SPARK Leader, especially during our June SPARK season. From June 2 - June 25, **SPARK Leaders are unable to work another job nor take a summer class.**

Due to the continued effects of the COVID-19 pandemic, all dates and modalities are subject to change. We ask for your grace and flexibility, and we will continue to communicate transparently as we continue to plan.

- 6 SPARK Training dates throughout Spring Semester (*exact dates by January 2021*)
- June 2 - June 7 : SPARK Training
- June 8 - June 25: SPARK 1 – 6
- Month of July: 2 sets of communication for 6 SPARK groups
- First 2 weeks of Fall: Meeting offered for 6 SPARK groups

Remuneration

SPARK Leaders will be paid a stipend of \$1200 (pre-tax). Should we be in person, housing will be provided during the SPARK training and sessions, and meals will be provided during in-person programs.

Application Process

Due Sunday, October 25th at 11:55pm

1. [Part 1](#) - Submit your resume and cover letter through Handshake.
2. [Part 2](#) - Submit the remainder of your application through Qualtrics.
3. **Select your interview time** through Handshake for November 2 - 5. Tentatively hold your calendar for your selected time, and you will be notified via email by Wednesday, October 28 if you are offered an interview.

Thank you for your interest in joining our team! If you have any questions, please contact New Student & Family Programs at newstudentprogs@marquette.edu or call 414.288.1412



BE THE DIFFERENCE.

All dates are subject to change as we near SPARK 2021. This calendar exists to provide guidance as of October 2020.

SPARK JUNE 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30	31	1	2 Leader Retreat	3 Leader Retreat	4 Training Day 1	5 Training Day 2
6 Training Day 3	7 Training Day 4	8 SPARK 1	9	10 SPARK Prep	11 OFF	12 OFF
13 SPARK 2	14	15 SPARK 3	16	17 SPARK 4	18	19 OFF
20 OFF	21 SPARK 5	22	23 SPARK 6	24	25 Staff Gathering	26 DONE!
27	28	29	30	31		