In order to apply to become a member of the Margaret S. Sugden Welcome Center team, please complete this application in its entirety and submit to the Welcome Center by noon on Thursday, September 10, 2015. Qualified applicants will be contacted via email following application submission and invited to attend a mandatory audition held Saturday, September 12, 2015 at 9:00 a.m. for further hiring consideration. Please be aware, the mandatory applicant audition is by invitation only.

If invited to attend our audition, applicants will be asked to take part in impromptu activities, and a question and answer period. After reviewing the combination of these, the committee will make its selections and offer a position to qualified individuals.

The position entails interacting with the public on a regular basis through campus tours, in-person conversations, telephone calls, and e-mail correspondence. Our team is responsible for assisting prospective students in the undergraduate application and admissions advising process, and distributing many of the Undergraduate Admissions publications for prospective students, which includes computer data entry and some clerical work. The ideal team member will have high energy, public speaking skills, positive attitude, friendly personality, and possess strong writing, communication, and customer service skills, and also be self-motivated with attention to detail. All applicants must have the ability to work a minimum of 8 hours per week during the fall and spring semesters. Occasional evening and weekend hours are possible.

For more information, please feel free to talk with any of the current team members by visiting the Welcome Center or calling Hannah Whyns at 239-590-7982. As a reminder, please complete the below application and submit to the Sugden Welcome Center in order to be considered for an invitation to Auditions held on Saturday, September 12, 2015, in the Sugden Theatre at the Welcome Center beginning at 9:00 a.m. All students eligible to become a team member will be contacted via email and invited to Auditions and must be present at the audition in order to be considered for a position on the team.
Name: ________________________________  

UIN: ________________________________  

E-mail most often used (e-mail will be used for audition invitation and all correspondence):  
__________________________________________________________________________  

Local Address:  ____________________________________________________________________  

Local Telephone #: __________________________ Cell Phone #: ________________________  

Major: ___________________________________________________________________________  

Anticipated Graduation semester and year: __________ Cumulative GPA: ________  

Campus Involvement:  ____________________________________________________________  
__________________________________________________________________________  
__________________________________________________________________________  

Current or Last Employer: ____________________________________________________________________  

Job Title: ________________________________________________________________  

Duration of time at job above: ____________________________________________________________________  

How did you hear about this job opportunity? ____________________________________________________________________  

In addition to the personal information listed above, please answer the following questions. There is no “right” answer for any of the questions; your answers will allow the selection committee to become more familiar with you as a person.

1. What qualities do you think a positive representative of FGCU should possess? How do you feel your personality portrays these qualities?

2. What are two or three goals you would like to achieve as a student before graduating from FGCU?

3. If the final selection were between you and one other person, why should we choose you over that person? (What can you do for this position that other candidates can’t?)

4. Tell us one word that someone may use to describe you. Tell us one word that you would use to describe yourself (since you know yourself better than others!)