2025 START Eagle Guide Contract

In accepting the role of Eagle Guide, I am choosing to adopt the requirements and expectations as outlined below.

Time Commitment

- Dates: June 6, 2025 (tentative).
- START dates – June 9, 11, 12, 13, 16, 17, 19, 20, 23, and 24
- The 25th is a virtual START date
    - Please hold June 25th – this is a virtual START date, TBD the quantity of Eagle Guides we will need for the program
    - Time frame: 7 am to 5 pm
    - Date conflicts must be addressed before employment
- Eagle Guides may have additional outside employment during the summer, provided it does not interfere with the delivery of the START program.

Compensation

- $9 an hour
- Lunch during each of the START dates
- On-campus housing during June (if needed)
- Eagle Guide Apparel

START is the process of engaging, informing, and assisting all new students and their guests (parents, family, friends, and other supporting figures) through the essential transition to a successful college experience. START Eagle Guides aid the facilitation of this process by providing new students, parents, and guests with an engaging introduction welcoming folks to campus and presenting in short sessions helpful resources that are integral to student success at UWL.

Responsibilities

Eagle Guides will be expected to:

- Be willing and enthusiastic about connecting with new students
    - Hospitable, fun, energetic attitude
- Assist in the process of a Tips and Tricks Presentation
- Present Tips and Tricks Session to students and families
- Acquaint new students with campus services
- Assist in the preparation of START activities and materials
- Assist with customer service support during START

- o Example: Directing families to the right locations, taking photos at photobooth station, etc.
- Assist in the mechanics of the class registration process
  - o Example: How to use Wings
- Explain academic opportunities, procedures, and processes
- Work with all types of new student personalities, so their experience at START is positive
- Uphold and enforce all aspects of the university conduct code
- Use problem solving skills in a fast paced and exciting environment
- This list is not comprehensive, and Eagle Guides will be expected to complete other duties as they are assigned

Professional Character of an Eagle Guide

As an Eagle Guide, you will be working on a professional team in a peer-counseling situation, where your comments are interpreted as University comments and care must be taken to represent all aspects of campus life without personal bias. Eagle Guides serve as role models for the University of Wisconsin – La Crosse. It is essential to the success of START that Eagle Guides always work as a team. Additionally, you need to be able to present the university to new students in a non-biased manner no matter how you feel about university departments, staff and faculty, policies, or actions taken by the university.

Requirements

- Must be a registered undergraduate student, attending classes Fall 2025
- Good disciplinary status
- Exhibit qualities of a student leader: reliability, responsibility, confidence, flexibility, a positive attitude and strong work ethic, teamwork, strong communication, and interpersonal skills, problem solving and conflict management abilities, and initiative
- Positive attitude and enthusiasm for the University of Wisconsin – La Crosse
- Work effectively with groups and individuals from diverse backgrounds

Benefits

- Campus knowledge and connections with staff and faculty
- Effective leadership and management
- Teamwork and interpersonal communication
- Public speaking and small group facilitation
- Flexibility and adaptability
- Problem solving and critical thinking; keeping composure in fast-paced, challenging situations
- Effective communication and positive customer service

Questions?

Please contact New Student and Family Programs at nsfp@uwlax.edu or 608.785.8055 with any questions regarding the Eagle Guide position.