



Red Carpet Captain and Crew 2018

Position Descriptions

The Red Carpet Captain and Crew is a vibrant team that focuses on welcoming new and returning students to the residence halls and easing the move in process. The primary focus of the Red Carpet Captain and Crew is to physically assist students and families with the moving of their belongings into their new rooms, offering knowledge of SUNY Oswego, providing information and resources about campus, and promoting involvement in campus events, clubs, and areas of interest. The Red Carpet Captain and Crew volunteer positions are **fun and exciting!**

The Red Carpet Captain is a **dynamic** student leader responsible for leading the crew in the opening welcome of students. The Red Carpet Captain is responsible for the planning and implementation of the opening program in conjunction with hall staff, assigning opening duties to the Red Carpet Crew during opening weekend, planning an in-hall opening activity, and attending opening weekend events such as Project Play, Torchlight, and more!

The Red Carpet Crew member are **energetic** Lakers responsible for working with hall staff in the planning and implementation of the opening programs. In addition to physically moving student belongings during opening weekend, they will also attend Torchlight, Project Play, and other opening activities!

Red Carpet Captain and Crew members are expected to do the following:

Spring 2018

- Participate in one Captain meeting the week of April 8 (Captain Only)
- Participate in two training sessions in the weeks of April 16th & April 23th
- Develop residence hall opening themes in conjunction with Residence Hall Staff
- Plan opening week(end) activities in conjunction with Residence Hall Staff
- Provide accurate personnel information to the Residence Hall Director

Fall 2018

- Return to campus on: Captains – Monday, August 20th, 2018. Crew – Tuesday, August 21st, 2018.
- Attend daily Red Carpet meetings and activities
- Prepare hall for opening
- Create (captain only) and follow a daily schedule during Hall Preparation time
- Welcome & move in students on move in days (Friday & Sunday)
- Host and participate in Opening Hall activities
- Attend Torchlight, Project Play, and In-Hall events for assigned hall
- Work with Hall Director to evaluate effectiveness and implementation of Opening
- Clean up Opening decorations within 1 week of opening (as guided by Hall Director)

Supervision

- The Red Carpet Captain is directly supervised by the Residence Hall Director of the assigned hall
- The Red Carpet Crew members are supervised by the Red Carpet Captain(s), with oversight and guidance from the Residence Hall Director.

Qualifications

- Must be a full time (12 credits) student during time of service
- Must live on campus for 2018-2019 academic year
- Must be able to lift & transport approximately 25 pounds

- Students applying who may need accommodations should contact Jacob Gardner, Assistant Director for Residence Life & Housing – jacob.gardner@oswego.edu

Applications

Interested in applying? Fill out the online application here!

Red Carpet Captain Applications are due February 26th, 2018 by 4:30 PM. Applications should be submitted via the online application form, available on the Residence Life and Housing webpage.

Red Carpet Crew Priority Applications are due April 6th, 2018 by 4:30 PM.* Applications should be submitted via the online application form, available on the Residence Life and Housing webpage.

* Red Carpet Crew is a rolling application – priority deadline will attempt to place applicants in their first choice hall. Applicants may be assigned to other halls where assistance is needed.