

## **SPRING SAFARI AVAILABLE POSITIONS**

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### **Spring Safari Staff Assistant**

The Spring Leadership Safari Staff Assistant is an undergraduate student who works as an active member in the Sarah R. Opperman Leadership Institute, along with the Director, Assistant Director, two Graduate Assistants, and two Fall Safari Staff Assistants, to coordinate the Spring Leadership Safari Conference. This position plays a crucial role in the planning, development and execution of the conference.

The Spring Leadership Safari Staff Assistant will hold individualized responsibilities, such as working to ensure an inclusive office culture, handling confidential information, and serving as a promoter of the Spring Leadership Safari conference and a resource to campus members.

Projects and responsibilities specific to this Staff Assistant include:

- Coordinates apparel purchasing and proposing design work.
- Assists with conference programming including, but not limited to, Pizza with the Peers, Volunteer Project, CMU Resource Fair, and Excursions.
- Assists Graduate Assistant in recruiting, selecting, and training Spring Safari Staff.
- Assists with participant recruitment and registration.

The Spring Staff Assistant is a paid position from September to February, working up to 20 hours per week. The Spring Staff Assistant will play an integral role in fostering an environment of inclusivity and support, while promoting the Cross-Campus Leadership Initiative learning goals, as well as the mission and vision of the Sarah R. Opperman Leadership Institute.

### **Trailblazers**

Leadership Safari Trailblazers are undergraduate students who work as active members in the Sarah R. Opperman Leadership Institute, along with the Director, Assistant Director, two Graduate Assistants, and three Staff Assistants, to deliver the Spring Leadership Safari Conference. This position plays a crucial role in developing, advising, selecting, and training the Spring Leadership Safari conference staff. Trailblazers shall also perform a variety of logistical, organizational, outreach, and marketing tasks. This is a volunteer position serving October through January. Trailblazers will play an integral role in fostering an environment of inclusivity and support, while promoting the Cross-Campus Leadership Initiative learning goals, as well as the mission and vision of the Sarah R. Opperman Leadership Institute.

### **Spring Safari Guide**

Leadership Safari Guides are undergraduate students who work as active members in the Sarah R. Opperman Leadership Institute, along with the Director, Assistant Director, two Graduate Assistants, three Staff Assistants and members of Core Staff, to deliver the Spring Leadership Safari Conference. This position plays a crucial role in fostering support and development for new CMU students. This is a volunteer position serving during the first week of the Spring semester with some staff training commitments in December. Guides will play an integral role in fostering an environment of inclusivity and support, while promoting the Cross-Campus Leadership Initiative learning goals, as well as the mission and vision of the Sarah R. Opperman Leadership Institute.

### **E-Team**

Leadership Safari E-Team members are undergraduate students who work as active members in the Sarah R. Opperman Leadership Institute, along with the Director, Assistant Director, two Graduate Assistants, three Staff Assistants and members of Core Staff, to deliver the Spring Leadership Safari Conference. This position plays a crucial role in supporting group dynamic through teambuilding facilitation and bonding initiatives. E-Team will also be tasked with event-management responsibilities and coordinating logistics. This is a volunteer position serving during the first week of the Spring semester with some staff training commitments in December. Guides will play an integral role in fostering an environment of inclusivity and support, while promoting the Cross-Campus Leadership Initiative learning goals, as well as the mission and vision of the Sarah R. Opperman Leadership Institute.