

Orientation Chair

The majority of the responsibility for orientation falls to the students going into third year. A chair shall be voted in by the students.

Chair Duties Include:

- Attend regular meetings of the ASWS class executive .
- Exercise voting privileges on the ASWS class executive.
- Introduce yourself to the student body
- Identify student/class concerns - via **appropriate** communication mediums (ex e-mail, class presentations, student newsletters, facebook, signs in student lounge etc).
- Liaise and bridge connections between social work students and the executive .
- Assist the ASWS with the formation an orientation committee
- Attend and chair regular meetings of the Orientation committee
- Plan orientation (with committee) for the new BSW students
- Meet with Student Services representatives to plan orientation
- Report to the ASWS committee on orientation
- Uphold confidentiality at all times unless otherwise directed.
- Recruit and organize members of the orientation committee
- Other duties as arise and are appropriate

Orientation Committee

The orientation committee is made up of three to six members appointed by the ASWS committee from a pool of volunteers of the graduating year. The chair shall then represent the committee on the ASWS Class Executive

- Attend regular orientation committee meetings

- Report to the orientation representative any information pertaining to orientation
- Plan and hold orientation to the School of Social Work at the beginning of third year for the new students admitted to the school before the first day of classes.
- Budget finances for second year orientation
- Identify student/ASWS concerns - via **appropriate** communication mediums (ex e-mail, class presentations, student newsletters, facebook, signs in student lounge etc).
- Uphold confidentiality at all times unless otherwise directed.
- Other duties as arise and are appropriate