



## Leader 2025

### What is SPARK

SPARK is a mandatory program for new first-year students. SPARK 2025 is comprised of four one-day sessions in June (June 13, 16, 18 & 20) as well as a variety of virtual components connecting with new students and their families.

SPARK offers students and their families the opportunity to begin their journey at Marquette University and prepare for their upcoming transition to college. Learn more through our website at [marquette.edu/spark](http://marquette.edu/spark)

### Overview of Position

Working with New Student & Family Programs is an opportunity for personal growth and professional leadership development. Each year, a diverse team of mature and dedicated students are selected to assist with SPARK. During this experience, **SPARK Leaders** serve as resource for students and their guests by helping answer questions, assisting with check in, managing events throughout the day, etc.

### Requirements

In order to be eligible to work with New Student & Family Programs, applicants must:

- Be a full-time undergraduate Marquette University student now through the Fall 2025 semester.
- Be in good academic and disciplinary standing at the time of their selection through June 2025.
- Have and maintain a minimum cumulative GPA of 2.5. GPAs are calculated as of the semester prior to selection.
- Be available starting June 9th - June 12th for SPARK Leader training, and then for the four days of programs.

### Responsibilities

- Perform job assignments including greeting guests, providing directions, assisting with check-in, staffing of social events.
- Distribute information to new students and families about the services and resources available at Marquette.  
Maintain a peer leadership environment with open communication among staff members and Student Directors.  
Serve as a representative of Marquette and execute all duties in a professional manner.  
Other duties as assigned.

### Mandatory Dates

As a high-level leadership position within New Student & Family Programs, we require full commitment to the role of SPARK Leader, especially during our June SPARK season. SPARK Leaders are required to fulfil the commitment; dates can be found on the attached calendar. We ask that on these days, you do not have other scheduled commitments such as working another job, a summer course, appointments, etc. Should you be selected as a SPARK Leader for June 2025, you will also be asked to participate in the Olson Leadership Conference the afternoon of April 12th as well as a "Leader Meet & Greet" on April 29th from 5 - 6pm.

\*Assistance may also be required to help with our virtual SPARK program which will take place the last week in June.

### Remuneration

SPARK Leaders will be paid a stipend of \$600 (pre-tax). Summer housing can be provided for this position. Lunch and dinner will be provided during SPARK training dates and the SPARK in-person dates.

### Application Process

#### **Applications are due February 10th and interviews immediately following.**

1. Applications are available through Quintrix.
2. An email will be sent to your Marquette email with an invitation to interview upon reviewing applications.

**Thank you for your interest in joining our team! If you have any questions, please contact New Student & Family Programs at [newstudentprogs@marquette.edu](mailto:newstudentprogs@marquette.edu) or call **414-289-1412**.**

