

# CSTEP

## Collegiate Science and Technology Entry Program

### St. Lawrence University

#### CSTEP GROUP LEADER APPLICATION

##### DUTIES AND RESPONSIBILITIES OF A CSTEP GROUP LEADER

*A Group Leader's main duty is to create and foster a supportive environment that is conducive to promoting the CSTEP mission.*

- 1) Serve as a student mentor in the graduate/professional school room
  - meet with CSTEP students and others one evening a week in the graduate/professional school room (160A Whitman) ((2 to 3 hours a week)
  - provide assistance as students use the resources in that room
- 2) Assist director and coordinator with annual CSTEP symposium and Pi Day (Day of Service) activities
  - attend meetings and be involved in the planning (potentially 6 hours during lunch meetings)
  - help gather information for programs and speakers
  - encourage CSTEP student participation in the symposium and Day of Service
  - assist with the registration and other duties during the symposium and DOS activities (approx. 6 hours)

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#### CSTEP GROUP LEADER APPLICATION

NAME \_\_\_\_\_ YEAR \_\_\_\_\_  
MAJOR(s) \_\_\_\_\_ MINOR(s) \_\_\_\_\_  
CSTEP CAREER INTEREST \_\_\_\_\_  
GPA (cumulative) \_\_\_\_\_ GPA in Major \_\_\_\_\_  
CAMPUS MAIL ROOM BOX \_\_\_\_\_ LOCAL PHONE \_\_\_\_\_  
CELL PHONE \_\_\_\_\_

Are you registered as a campus driver? Yes \_\_\_\_ No \_\_\_\_

Please respond to the following question **on an attached page** and return to the CSTEP director along with this application.

- 1) What leadership attributes do you possess (achieved through CSTEP participation or leadership positions held in college or prior to college) that will allow you to accomplish Group Leader responsibilities?

Group leaders earn an hourly stipend for their efforts. The items reviewed by the hiring committee include your frequency of office visits, frequency of attendance at meetings, GPA, a clear CSTEP career path, willingness to put in night hours, leadership experience, and resume.

Please **return to this application** to the CSTEP office.