Please respond to the following questions. Responses should be typed (no more than 500 words for each question). Please save and upload a Microsoft Word document into your HireTouch application.

1. Describe what you perceive to be the role of the Workshop Leader Coordinator and why you’re interested in applying (support with specific examples from your own experience).
2. If hired, describe your particular vision of the First Year Workshop Program for both freshmen and Workshop Leaders. Do you have any specific goals for the program, for freshmen or for the workshop leaders that would be considered new to the program?
3. Describe a challenge you experienced in the position, how you addressed it, and how that experience has prepared you for the Coordinator position?
4. Describe your personal qualifications that would contribute to the success of the First Year Workshop Leaders and the Workshop Program. Give examples of how your qualifications have been demonstrated. You are welcome to articulate this in context of your top five strengths.
5. Describe your leadership style in terms of the multiple relationships you maintain – with the workshop leaders, with the assistant director of the SARC and with the faculty and community partners who participate in the leader training.
6. What are potential challenges you foresee if you were to be hired as the coordinator?
7. Leadership Skills: Please rate your top three strengths as a leader and the top three areas you wish to grow in. Then, shortly explain each strength and area in which you wish to grow.

|  |  |  |  |
| --- | --- | --- | --- |
| Leadership Skills | | Strengths | Areas to Grow |
| Ability to work independently | |  |  |
| Ability to work as a team player | |  |  |
| Organization skills | |  |  |
| Effective in stressful situations | |  |  |
| Good listening skills | |  |  |
| Flexible and adaptable | |  |  |
| Approachable | |  |  |
| Perceptive | |  |  |
| Reliable and dependable | |  |  |
| Communication skills | |  |  |
| Commitment follow through |  | |  |
| Ability to resolve conflict |  | |  |