2016-2017 Deans Office Student Consultant (DOSC) 

Application

The DOSC Program, in its 22nd year at Dartmouth, has two primary purposes:

- to make informal and informative academic peer advising easily accessible to students, and
- to direct students to the various offices that constitute the advising network at Dartmouth.

The seniors who serve as DOSCs are well informed regarding course selection, major choice, enrollment patterns, internship and research opportunities, funding resources, grants/scholarship options, time management, reading comprehension, study strategies, and library skills.

Through interactions with individual students, DOSCs provide mentorship and preliminary advising information and then refer students to appropriate offices for more in-depth advice. The DOSCs make themselves easily accessible to students by holding office hours in residential clusters, the Student Academic Support Center and/or Baker Library and responding to questions submitted via email.

DOSCs enjoy many opportunities to help students navigate their Dartmouth academic experience by providing useful information and resource recommendations in an easy, timely, and user-friendly manner.

While the DOSCs spend most of their time in one-on-one meetings with students, they also initiate, coordinate and implement outreach programs and information sessions throughout the year. These programs are suggested by the DOSCs themselves to address needs they have identified. Through collaboration with administrative and advising offices on campus, and the housing system they are able to have a positive effect on the experiences of many Dartmouth students.

The Undergraduate Deans Office relies on each DOSC to bring their ideas and resourcefulness to the position; we place tremendous value on the input, feedback and proposals of the students with whom we work.

All DOSCs receive training prior to fall term from the following: Undergraduate Deans Office, Pre-Major Advising Office, Undergraduate Advising and Research Office, the Academic Skills Center, as well as other advising offices on campus including OPAL and Pre-Health Advising.

DOSCs serve all three terms of their senior year and receive a termly stipend.

Interviews will begin during the week of May 16th – May 23rd. All applicants should be prepared to participate in interviews with both the Undergraduate Deans and current DOSCs.

(See a list of our terrific DOSCs at http://www.dartmouth.edu/~upperde/pdfs/dosc_bios_2015.pdf.)

Please return your application and sign up for an interview time at the Undergraduate Deans Office by noon on Monday, May 9th.

(Submit application via email to dean.of.undergraduate.students@dartmouth.edu, by mail to Hinman Box 6064, or in person to Carson Hall, Suite 125). DO NOT INCLUDE this cover page.
Name: _____________________________________  Year: _________________

Phone Number: ______________________________

Cell Number: ________________________________  H.B.__________________

Major(s)________________________________________________________________________

Minor(s)________________________________________________________________________

DOSC are required to be “on” all three terms next year—will you be “on” all three terms?    Yes NO

Are you currently enrolled for the Spring 2016 term?   Yes   No

If not, please indicate what you are doing for the Spring 2016 term and your address and phone # where you can be reached.

________________________________________________________________________

Spring Address: ___________________________________________________________________

Spring Phone Number: _________________________ Spring CELL NUMBER if different: _________________________

Please use additional pages or expand this form as necessary to accommodate your answers to the following questions.

1) Please tell us about your interest in providing peer advising to students and what you hope to gain from the experience. Please be as specific as possible.

2) Please attach a resume showing your current and past involvement with activities, organizations, and programs on campus or elsewhere. The resume should include activities and programs for which you have applied as well as those in which you have participated; we are interested in understanding all experiences that have given you insights you could share with your peers. You should note carefully those experiences for which you were only an applicant.

Note: Our goal is to hire a group of DOSCs with diverse backgrounds and experiences who can serve as resources for students interested in a variety of academic programs or pursuits, while being able to speak to the challenges of juggling
Dartmouth’s rich offerings (FSPs, LSAs, exchange or transfer terms, scholarships, fellowships, internships, grants, E.E. Just Program, Mellon Mays Fellowship, leave-term jobs, pre-health/law/business, non-pre-professional track, corporate recruiting, WISP, Presidential Scholars Program, athletics, non-profit employment/recruiting, etc.).

3) Choose one (1) activity or program in which you have participated. Tell us how this provides evidence of your advising skills and how you might go about advising undergraduate students, capitalizing on this prior experience.

4) Please list the names and phone numbers of two on-campus references (faculty and/or administrators).

Please feel free to include additional comments.

Interviews will begin during the week of May 16th – May 23rd. All applicants should be prepared to participate in interviews with both the Undergraduate Deans and current DOSCs.

(See a list of our terrific DOSCs at http://www.dartmouth.edu/~upperde/pdfs/dosc_bios_2015.pdf.)

Please return your application and sign up for an interview time at the Undergraduate Deans Office by noon on Monday, May 9th.

(Submit application via email to dean.of.undergraduate.students@dartmouth.edu, by mail to Hinman Box 6064, or in person to Carson Hall, Suite 125). DO NOT INCLUDE this cover page.