OBERLIN CAMPUS TOUR GUIDE EXPECTATIONS:
The Oberlin Campus Tour Guide serves as an ambassador to prospective students, families, and visitors. The primary responsibility of each Tour Guide is to encourage interest in Oberlin College and Conservatory while accurately informing prospective students and their families about the programs, opportunities, and experiences unique to Oberlin. Each Tour Guide reports directly to the Campus Visit Team within Oberlin’s Office of Admissions.

OBLIGATIONS:
Listed below are the basic obligations that all Tour Guides must meet:

1. Tour Guides must lead between 1 to 4 tours per week. Campus tours last approximately 1 hour. Generally, tours are given Monday through Friday at 10:00 am and at 12:30 pm; Saturday tours are at 10am and 12pm.

2. Tour Guides must attend mandatory meetings; approximately 1 hour per meeting once or twice per month.

3. Tour Guides must be able to participate in the full training period, which consists of an Orientation, Admissions Information Session, Conservatory Information Session, two shadow tours, and a co-tour.

4. Tour Guides are expected to serve in other capacities during major visit programs hosted by the Admissions Office. Duties may include serving on student panels, greeting prospective students, or taking prospective students to meals.

QUALIFICATIONS:

1. Must have completed at least one semester at Oberlin College before assuming the position of a Campus Tour Guide.

2. Possess a broad knowledge of Oberlin in addition to strong communication skills, maturity, and poise in speaking with people of all ages.

3. It is preferred that candidates have completed coursework in a variety of areas and have experience with the Conservatory, athletics and/or student organizations.

4. The ability to walk backwards while speaking is expected.

PAY RATE: $ 8.00 per tour

The Office of Admissions is an Equal Opportunity Employer. In accordance with College hiring policies for students, preferences will be given to candidates eligible for Financial Aid Job Awards.