

# TRANSITION SPECIALIST

## The Role

- Ensures correct program/transition cards are inserted appropriately.
- Keep track of grads processing up the ramp to cross the stage, and identify where transition cards need to be inserted.
- Hand transition cards to the appropriate grad and provide quick instructions while ushering grads up the ramp and towards the stage.

## The Commitment

- Attend a mandatory one-hour training session.
- Please arrive 15 minutes before your scheduled start time to check in, pick up any necessary supplies, and head to your designated area.

## The Experience

- The individual in this role will need to be quick on their feet, able to adapt to last-minute changes, and possess strong communication skills.
- Great opportunity to enhance your skillset and support a special community event.
- Expand your professional and social networks. Connect with new graduates, staff, faculty, leadership, and other volunteers across campus.
- Experience the celebration and excitement that comes with the graduation of our students
- Receive a written letter of appreciation that you can use for your annual performance appraisal.
- Note: This role will be on their feet for an extended period of time.