**Company Information Session Liaison (2015-2016) Application**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone #: (xxx) xxx-xxx

NetID: \_\_\_\_\_\_ Cornell ID #: \_\_\_\_\_\_\_

Major: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Year: \_\_\_\_

If you have a separate number for texting, write it here: \_\_\_\_\_\_\_\_\_\_\_\_\_

The role of a liaison is to run company information sessions. Each session generally requires about two hours total. Each year, we host approximately 50-70 information sessions throughout the year. We hope to hold even more next year!

Responsibilities

* Set up for sessions before they begin and clean up when they are over
* Bring supplies from the Corporate Relations (CR) office
* Welcome recruiters and help out with their setup needs
* Complete Liaison Training (~ 2 hours)
* Complete a minimum of ***three info sessions in the fall*** (~ 6 hours) **and *two in the spring*** (~ 4 hours)
* Attend 2 out of 3 liaison socials (~ 2 hours, up to you)

Benefits

* Full 2014-2015 SWE national membership reimbursement for those who complete their responsibilities
* Opportunities to network with company representatives one-on-one before sessions begin
* Learn how to communicate professionally with recruiters
* Free food at information sessions

**1) Estimated number of sessions you would be willing to run this year:** \_\_\_\_\_

**2) Have you been a volunteer at any SWE company info sessions? \_\_\_\_**

**3) Please list any leadership in SWE or other student organizations.**

**5) Why do you want to be a liaison for Company Information Sessions?**

**6) Do you have any ideas for improving CR and the Company Information Sessions?**

**7) Postering liaisons help advertise company information sessions throughout the engineering quad.**

**Would you be interested in also becoming a postering liaison?**