



## CASEWORKER APPLICATION

### OFFICE OF THE STUDENT ADVOCATE (OSA)

<http://www.advocate.as.ucsb.edu>

Second floor in the MCC | Phone: (805) 893-2566

The Office of the Student Advocate (OSA) is a branch of Associated Students (AS) offering help, advice, and assistance to any student or student group involved in a dispute with the University. We provide assistance for a broad variety of problems, including but not limited to conduct allegations, grade disputes, enrollment issues, establishment of residency, discrimination, and harassment. All assistance is free and confidential.

Each year we recruit a set of highly dedicated individuals to add to our staff. If you are interested in applying for one of our highly coveted caseworker positions, please fill out the form below and return it to our office on the top floor of the MCC building or to the A.S. Main Office on the bottom floor of the MCC building. The Caseworker position requires a year long commitment to the office, as well as attendance of a training session held nearing the end of summer or at the beginning of the school year. Caseworkers are unpaid, but may receive upper division units each quarter upon satisfactory performance within the internship. If you have any questions, feel free to stop by our office, or email us at [advocate@as.ucsb.edu](mailto:advocate@as.ucsb.edu). More information as to specific matters handled by each division of the OSA is available on our website at <http://www.advocate.as.ucsb.edu>.

Name: \_\_\_\_\_ Student Perm #: \_\_\_\_\_

Major(s)/Intended Major(s): \_\_\_\_\_

Expected graduation date : \_\_\_\_\_

Minor(s)/Intended Minor(s): \_\_\_\_\_ GPA: \_\_\_\_\_

Primary Phone #: (     ) \_\_\_\_\_

Secondary Phone #: (     ) \_\_\_\_\_

Email Address: \_\_\_\_\_

How did you hear about the OSA?

\_\_\_\_\_

Language(s) Spoken:

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What other commitments will you have this quarter (estimate hours per week)?

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Important Extracurricular Activities:

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Important Honors & Awards:

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Reference (not related to you):

Name / Relationship: \_\_\_\_\_

Phone Number: (     ) \_\_\_\_\_

The OSA comprises two divisions: Housing and University Misconduct. Please rank your preference for which division you would like to work in (1 is most preferable, 2 is least):

HOUSING DIVISION \_\_\_\_\_ The Housing Division assists students who have been accused of violating Residence Halls policies and procedures.

UNIVERSITY MISCONDUCT \_\_\_\_\_ The University Misconduct Division assists students who have been accused of violating the University Student Code of Conduct.

How strong are these preferences?

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In the space below, please tell us why you would like to join the OSA.

In five words or less, in the space below, please describe what you would bring to the OSA.

WRITING SAMPLE #1: Please type and attach a brief response to ONE of the scenarios described below. Use your imagination (within reason) to provide background for the situation. There is no right answer. (Scenarios are entirely fictitious.)

(A) Rachel Rice, who is 19, has been accused of an alcohol violation, after her R.A found people of legal drinking age in her room intoxicated. Rachel claims she had not been drinking but her R.A. feels she needs to do CASE. She has now come to the OSA for help. Compose an email to the assistant Resident director, requesting a meeting To further discuss the matter.

(B) Brian Peterson cheated on his final exam in Chemistry last quarter. He was offered a “settlement” of one year of suspension. He feels this is too harsh, and he has now come to the OSA for help. Compose an email to an officer at Student Judicial affairs, requesting a meeting to further discuss the matter.

WRITING SAMPLE #2: Please attach ONE PAGE from a recently submitted written work of yours. We prefer that the sample demonstrate your ability to utilize evidence to form an argument. Please be sure to provide a note, at the top of the page, describing the context for the piece.

RESUME: If you have a resume, we strongly encourage you to submit it with your application.

LETTER OF RECOMMENDATION: If you would like to submit a letter of recommendation, we strongly encourage you to attach one to your application.

DEADLINE: All completed applications are due in the Associated Students Main Office on the bottom floor of the MCC, or in the Office of the Student Advocate on the second floor of the MCC building **no later than 5:00 p.m. on October 23, 2009**. Applicants will be contacted by Friday, June 9 for scheduling of interviews if deemed necessary.