Work Study Position – FALL/WINTER – Student Services Centre

Senior Mental Health Peer Advisor
Job ID: 203029
Office of the Dean of Students
University of Toronto - Trinity College

CONTRACT PERIOD: September 6, 2022 – March 31, 2023

REMUNERATION:

It is expected that Senior Mental Health Peer Advisors will work approximately 200 hours throughout the academic year. This position is officially recognized on the University of Toronto Co-Curricular Record.

POSITION SUMMARY:

Supervised by the Director, Community Wellness and the Community Wellness Coordinators, the Senior Mental Health Peer Advisors is an upper-year Trinity College students who provides guidance and support to their peers and fellow Mental Health Peer Advisors throughout the Fall/Winter academic year. They are responsible for helping to serve as a bridge between the student body and mental health services and supports in the College and University of Toronto community. The Senior Mental Health Peer Advisor also plays a key role in acting as a resource for other Mental Health Peer Advisors.

DUTIES:

- Registered as a Trinity College student in good standing throughout the term of appointment
- Provides guidance to peers about mental health services and supports available at Trinity College and the University of Toronto
- Attends and delivers mandatory training to Mental Health Peer Advisors
- Attends regular (weekly/bi-weekly) planning meetings with the Student Services staff team
- Runs regular (weekly/bi-weekly) planning meetings with Mental Health Peer Advisor team
- Coordinates and runs multiple Mental Health Peer Advisor organized events each term
- Acts as a resource and mentor for other Mental Health Peer Advisors
- Creates online and in-person opportunities for students to interact with other Trinity College community members
- Promotes events using social media and other means
Monitor online and in-person events to ensure quality of information and communication are consistent
Researches, develops, and creates passive campaigns related to mental health
Acts as a resource for the Student Services staff team during online and in-person health and wellness/mental health programming and initiatives
Supports and attends Academic Don, Community Advisor, Office of the Dean of Students and student leader programming pertaining to mental health and wellness
Duties assigned through the Student Services Centre to support centre programs and needs

QUALIFICATIONS:
The successful candidates will demonstrate a high degree of autonomy and creativity. They must have experience community building, specifically with online communities and social media platforms. Preference will be given to students with experience as a Peer Advisor or Mental Health Peer Advisor. A demonstrated ability to work diligently and effectively, both independently and within a team environment is paramount. Computer skills will be an asset as key responsibilities include the ability to create large posters using Power Point and other programs. Familiarity with community life at Trinity College is an asset.

MANDATORY TRAININGS

- Attend Trinity College Student Service work study student training;
- Attend safeTALK training;
- Attend Peer Advisor orientation training;
- Attend Mentorship Foundations Training offered by Student Life, Mentorship and Peer Programs;
- Attend sexual violence prevention training;
- Attend equity, diversity, inclusion, and access training;
- Complete online Identify, Assist, and Refer training offered by Health and Wellness;
- Complete online Sexual Violence Education and Prevention training offered by the University of Toronto;
- Attend ongoing trainings offered throughout the academic year.

RELEVANT COMPETENCIES:

- Collaboration
- Communication and Media
- Decision-making and action
- Knowledge creation and innovation
- Project Management
- Technological aptitude
NUMBER OF VACANCIES: 2

APPLICATION DEADLINE: Wednesday, August 24th, at 4:00 pm

APPLICATION METHOD: Work-Study applications are collected through the Career Learning Network Application module.

START DATE: September 6th, 2022

END DATE: March 31, 2023

HOURS PER WEEK: 9-12 Hours Per Week (up to 100 hours total)

REMUNERATION: $15.00 per hours
Please visit the University of Toronto's Work-Study website for more information including eligibility.

We would like to thank all applicants for their interest, however, due to the anticipated volume of applications, only those selected for an interview will be contacted.

At the beginning of the fall semester each Senior Mental Health Peer Advisor (SMHPA) will be asked to create SMART learning goals which will be reviewed and consulted throughout the work study program. Assignment of job tasks and responsibilities will be mindfully selected to ensure the SMHPA is working towards their learning goals. A semesterly review will be conducted to provide review of their goals as well as positive and constructive feedback will be shared in order to improve job performance and help the student grow as a professional.

The SMHPA will meet on a weekly basis with their supervisor and the team of SMHPAs to review their weekly tasks and job responsibilities. The SMHPA will also meet one-on-one with their supervisor on a weekly basis to do an independent check-in to ensure they are meeting their learning goals and professional development objectives. The programs and events organized and run by the SMHPA will be attended by their supervisor and support will be provided throughout the planning process by their supervisor or other staff in the Office of the Dean of Students. MS Teams and email will also be used to connect throughout the work week to ensure the SMHPA feel supported.