

Work Study Position – Fall/Winter – Trinity Integrated Sustainability Initiative

Student Life Assistant

Job ID: 241063

Trinity Integrated Sustainability Initiative

University of Toronto – Trinity College

Department Overview:

Trinity College is a small academic college federated with the University of Toronto. Trinity College's Integrated Sustainability Initiative aims to transform the student experience by integrating sustainability education and practices into daily life at the College, from academic and co-curricular programming to research opportunities and experiential learning.

Position Summary:

We are looking for motivated, passionate Trinity students who are interested in contributing to the sustainability movement at Trinity College, and beyond. In the coming year, Trinity College's Integrated Sustainability Initiative and Student Life intend to develop a concerted strategy to embed sustainability more deliberately into the student experience. The Student Life Assistant will support this work in a variety of ways, including but not limited to; scheduling and attending meetings with key stakeholders; developing meeting minutes and briefs; conducting outreach with Trinity students; contributing to an engagement strategy. The Student Life Assistant will work with a dynamic team of other work-study students, staff, and faculty.

Qualifications:

- Passionate about environmental and sustainability issues, policy and research
- Detail-oriented with strong organizational and time-management skills
- Ability to work within a dynamic team environment
- Excellent written and verbal communication skills

Relevant Competencies:

- Advocacy
- Communication
- Community and civic engagement
- Facilitating and presenting

- Knowledge application to daily life
- Leadership

Mandatory Trainings:

1. Basic Occupational Health & Safety Awareness Training Program provided by the Office of Environmental Health & Safety available at <https://ehs.utoronto.ca/training/my-ehs-training/>
2. U of T AODA Online Training, provided by the Accessibility for Ontarians with Disabilities Act (AODA) Office, available at <https://people.utoronto.ca/inclusion/accessibility/>
3. Two hours paid training organized by the unit – one hour related to setting and reflecting on learning goals, and one hour for professional development or skills training.

Number of Vacancies: 2

Application Deadline: September 25, 2024 11:59 PM

Application Method: Work-study applications are collected through the [Career Learning Network Application module](#).

Start Date: September 3, 2024

End Date: March 31, 2025

Hours per week: 8 to 12 hours per week (up to 200 hours total)

Remuneration: Work-study pay scale (current rate of pay \$16.55)

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.