

# Volunteer Position – FALL/WINTER– Wellness and Student Life Programming Volunteer

Office of the Dean of Students – Trinity College, University of Toronto.

**PROGRAM PERIOD:** September 23<sup>rd</sup>, 2024 - April 4<sup>th</sup> 2025.

**HOURS PER WEEK:** 1-3 Hours Per Week (up to 60-70 hours total)

**NUMBER OF VACANCIES:** 5

**APPLICATION DEADLINE:** Tuesday, September 17<sup>th</sup>, at 9:00 am

## POSITION SUMMARY

Supervised by the Community Wellness Coordinators and the Wellness and Student Life Programming Assistants (WSLPAs), the Wellness and Student Life Programming Volunteers will assist with the promotion, and implementation of programming for Trinity College students, focusing on health, wellness, and student life. The Wellness and Student Life Programming volunteers will have the opportunity to work closely with members of the administration, faculty, and student leaders toward the common goal of providing high-quality programming to students throughout the fall and winter semesters. This position is in the process of being recognized on the Co-Curricular Record.

## EXPECTATIONS

- Be a Trinity College student in good standing throughout the term of appointment;
- Attend the mandatory trainings;
- Support the execution of in-person programs and events related to student life, health, wellness, engagement, and success;
- Assist WSLPAs in developing and creating passive campaigns related to student health, wellness, engagement, and success;
- Assist in the curation of Trinity's Wellness Space, ensuring the space is accessible and welcoming to Trinity College students
- Help with the dissemination of WSLPA programming and Trinity College events, activities, and services to students by producing posters, and social media posts;
- Attend regular meetings with Wellness and Student Life Programming Assistants and other members of the Wellness Team;
- Support and attend Don, CA, Office of the Dean of Students and student programming about health and wellness;

## RELEVANT COMPETENCIES

- Collaboration
- Project Management
- Communication and Media
- Leadership
- Personal Health and Wellness

## **REMUNERATION**

This is an unpaid, volunteer position. It is expected that Wellness and Student Life Programming Volunteers will work approximately 60-70 hours throughout the academic year (September – April). Certificates will be issued to all volunteers who successfully complete the role. This position is in the process of being recognized on the Co-Curricular Record.

## **STATEMENT OF UNDERSTANDING**

As Trinity College Wellness and Student Life Programming Volunteers act as ambassadors for the College, they are expected to adhere to all non-Academic Policies of the College and University of Toronto, including, but not limited to; the *Trinity College Community Standards* and the *University of Toronto Code of Student Conduct*. Trinity College Wellness and Student Life Programming Volunteers are expected to abide by the terms of their contract, and must acknowledge that they have read their job description. By applying for the Wellness and Student Life Programming Volunteer position, applicants acknowledge that the Office of the Dean of Students will review their academic history to determine suitability for appointment to this position.

## **HOW TO APPLY**

To apply complete the following MS Form: <https://forms.office.com/r/YvsGfTKCDe>

You will be required to upload the following documents on the form:

1. CV
2. Cover letter (1 page maximum)
3. Transcript (off Degree Explorer or Acorn is fine)

Your cover letter should include why you are a suitable candidate to be a Wellness and Student Life Programming Volunteer, and how you are involved in the Trinity College community and/or communities outside of Trinity College.

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.

Please e-mail Daniel Assamad (d.abdassamad@mail.utoronto.ca) with any questions or concerns.