

Work Study Position – FALL/WINTER– Student Services Centre

WELLNESS AND STUDENT LIFE PROGRAMMING ASSISTANT (SWSLPA)

Office of the Dean of Students
University of Toronto - Trinity College

PROGRAM PERIOD: September 2nd, 2025 – March 31st, 2026

DEPARTMENT OVERVIEW:

The Wellness and Student Life Programming Assistant is a student staff member in the Trinity College Office of the Dean of Students and a member of Trinity's wellness team. The Office of the Dean of Students is responsible for oversight of the non-academic student life at the College, with the goal of fostering the well-being and academic success of Trinity students.

POSITION SUMMARY:

Supervised by the Director, Community Wellness and the Community Wellness Coordinators, the Wellness and Student Life Programming Assistant will be responsible for assisting with the planning, promotion, and implementation of programming for Trinity College students, focusing on health, wellness, and student life. The Wellness and Student Life Programming Assistant 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.

DUTIES:

- Utilize feedback from Trinity College and University of Toronto community members to:
 - Research, develop and create passive campaigns related to student health, wellness, engagement, and success
 - Design, develop and execute in-person and online programs and events related to student life, health, wellness, engagement, and success
 - Run weekly programming in Trinity College's Wellness Space
- Curate Trinity's Wellness Space, ensuring the space is accessible and welcoming to Trinity College students
- Disseminate information from various University of Toronto and Trinity College events, activities, and services to students by producing posters, web adverts, paper invitations and social media posts
- Manage the @ForTrinStudents Instagram and Facebook accounts

- Create and update content related to wellness and student life for the Trinity Life Quercus pages
- Assist the Office of the Dean of Students with coordination of Trinity-wide programs
- Fulfil other duties assigned through the Office of the Dean of Students to support community programs and needs

QUALIFICATIONS:

The successful candidates will demonstrate a high degree of autonomy and creativity. They must have experience community building, specifically with in-person communities and social media platforms. 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 also an asset.

RELEVANT COMPETENCIES:

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

NUMBER OF VACANCIES: 2

APPLICATION DEADLINE: Friday, March 14th, 2025, at 9:00 am

APPLICATION METHOD: Work-Study applications will be collected through the [Career Learning Network Application module](#).

START DATE: September 2nd, 2025

END DATE: March 31st, 2026

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

REMUNERATION: Work Study pay scale (current rate of pay \$17.20)

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.