



Job Description: Student Life Mentor

August 2024 – August 2025

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| Position: | Student Life Mentor |
| Unit & Department: | Office of Student Life, Student Affairs |
| Remuneration: | \$20.00/hour + 4% in lieu of vacation and benefits |
| Number of Openings: | 40 positions |

Position Summary

The Student Life Mentor (SLM) role is embedded within the Office of Student Life (OSL), a team that is dedicated to creating supportive spaces, programming and engaging UVic students in matters most important to them. This role is an exciting opportunity for anyone who is interested in engaging UVic students in conversations about campus resources, services, and to act as a guide for navigating the campus community. Student Life Mentors act as vital parts of the Office of Student Life team by acting as peer leaders in fostering relationships and community for all UVic students, mentoring student engagement and growth.

The SLM role specifically supports the delivery of New Student Engagement and Student Leadership programming run by the OSL, by providing peer-to-peer education, facilitation, mentorship, and support at our events and programs. For the 2024-2025 academic year, these programs will consist of:

- Orientation events support, including tours and community-building events for new students in September, January, and May
- Nourish + Flourish event support
- Consultation opportunities, providing feedback to OSL on program development and student engagement

Employment Term

- **August 2024-August 2025:**
 - **Required dates:**
 - Training will include online self-paced training modules as well in-person training in **August 2024**.
 - Approximately 10-20 hours per week during the weeks of **August 26 – September 13** (including availability to work over Labour Day long weekend)
 - **Optional dates:**
 - January and May orientation events
 - Some Monday evenings (3:00pm-8:00pm) throughout the academic year
 - Additional consultations and project-based work throughout the year

Time estimates and dates are approximate and may vary slightly from actual hours. SLMs will have the opportunity to select specific shifts and opportunities that align with their availability and interest.

Role Expectations

- Create a welcoming and inclusive environment for all students
- Facilitate ice-breaker activities to help create social connections between students



- Encourage active, accessible participation from all student participants
- Model care, kindness, and curiosity for new students
- Embody UVic values as a representative of the University

Tour

- Check-in your group members as they arrive
- Provide an intentional, informed territory acknowledgment to your group
- Guide a group of new students through all campus tour activities, prioritizing safety and community building
- Offer information on campus buildings, the services they offer, how to access these services, and further resources available on and off campus
- Answer questions from new students and share tips and experiences gained during your time at UVic
- Maintain prompt communication with orientation staff

Event Facilitation

- Complete set-up and takedown of events
- Facilitate small group discussion around student leadership and other topics related to student life
- Navigate sensitive, complex, and nuanced information in an inclusive manner
- Address concerns raised by community members with support from OSLS staff

Summary of Qualifications

- Current status as a UVic undergraduate or graduate student, planning to return in September 2024
- Lived experience as, and/or experience working with underrepresented students (e.g. 2SLGBTQIA+ students, Indigenous students, BIPOC students, International students, students with disabilities, first generation students etc.) and a variety of students who have diverse worldviews and degrees of familiarity with the campus community.
- Comfort with facilitation and/or presenter experience
- Ability to share information about campus resources in a caring, thoughtful, and inclusive ways
- Exercise good judgement and critical thinking
- Strong, accessible communication skills
- Ability to work independently and in a team environment
- Passion for the student experience and community building
- Must have the ability to engage in critical self-reflection and an understanding of the wide variety of different experiences, challenges, and barriers new students may encounter when starting at UVic

We acknowledge and recognize the lived experiences of students from diverse backgrounds as well as the capacity and potential to work across differences as alternate and equivalent ways to be qualified for this position.



Compensation

This position will be compensated at an hourly rate of \$20.00 per hour (with 4% in lieu of vacation and benefits). Student Life Mentors are paid for training (4-8 hrs), self study (2-6 hours), tour preparation and delivery, evaluation, support of student welcome social events, and facilitation of student leadership programming.

There is no probationary period for this position.

Any questions about this job opportunity can be sent via email to engagestudents@uvic.ca.

Benefits of this role

By becoming a Student Life Mentor, you can expect to:

- Learn new skills and gain experience in student leadership and peer mentorship;
- Establish a diverse network of peers across campus;
- Access personal and professional development opportunities through the OSL and receive mentorship from OSL staff
- Shape the student experience and lasting community at UVic

How to apply

You can apply for this opportunity by filling out [this application form](#). If you have any questions about this application or the role, please contact engagestudents@uvic.ca.