



### **JOB OVERVIEW**

UVic Residence Services is seeking to hire students interested in supporting Indigenous students by staffing a community lounge space through the role of Indigenous Student Lounge Advisor (ISLA) in the 2024-25 Academic Year. The foundation of this position is to staff the new Indigenous Student Lounge and provide resources, peer support, and programs that meet Indigenous student needs.

Residence Services is a unit within the division of Student Affairs that provides accommodation, programming, support, and education to the on-campus student community as well as a summer conferences operation for off-campus customers. Residence Life & Education, the department within Residence Services for which ISLAs work, aims to support the learning and personal development of all residents within a safe and welcoming community.

The Indigenous Student Lounge Advisor (ISLA) is integral to the design and implementation of cultural events and educational programming for Indigenous residents and students. The ISLA works out of the Indigenous Student Lounge (ISL) to facilitate programming and conversation and provide support to Indigenous students. ISLAs report to the Coordinator, Indigenous Initiatives (CII).

The ISLA is an eight-month appointment (August 26, 2024 – April 30, 2025). ISLAs work up to 380 hours over the course of the academic year (approximately 12-15 hours/week) at the ISL and/or at ISL-related events. ISLAs can expect to work some evenings and weekends coinciding with ISL operating hours. Due to operational requirements, ISLA staff cannot hold another student staff position with Residence Services during the academic year. Shifts will begin the first week of the fall term, with training occurring the week of August 26th.

### **DESIRED QUALIFICATIONS**

- Demonstrated ability to plan, organize, and facilitate group activities, programs, and events that are accessible to students with diverse genders, identities, and social or cultural Indigenous locations
- Exceptional organizational and decision making skills
- Demonstrated advising, coaching, and mentorship skills to reach a wide range of students, and the ability to address student needs
- Strong written and verbal communication skills and the ability to listen and respond effectively
- Proven ability to work effectively independently and on project-based work as well as part of a collaborative team environment
- Knowledge of a variety of technological presentation tools and equipment or willingness to learn about new equipment used in the lounge

### **ROLE REQUIREMENTS**

Specific role duties and requirements can be found in the [ISLA Job Description](#). Additional requirements include:

- Understanding of Indigenous world view, culture, diversity, and history
- Understanding of the importance and practice of utilizing a trauma informed perspective
- Understanding of the various dynamics of living in a communal residence setting
- Must be registered as a full time student at the University of Victoria during the 2024-2025 Academic Year

# Indigenous Student Lounge Advisor 2024-2025

## Job Information



University  
of Victoria

Residence Services

- Must be available for meetings during normal business hours
- Must be available for shifts that include a mix of business, evening, and weekend hours

*\*Preference will be given to candidates who self-identify as Indigenous. In accordance with the University's Equity Plan and pursuant to Section 42 of the BC Human Rights Code, preference will be given to members of the designated group(s). Candidates from the group(s) who wish to qualify for preferential consideration are encouraged to self-identify.*

### **REMUNERATION & BENEFITS**

The Indigenous Student Lounge Advisor position is represented by [CUPE 4163](#).

**Gross Pay** (pay before deductions) will be \$19.50 per hour in August 2024, increasing to \$19.89 per hour in September 2024. ISLAs are expected to work 380 hours between September and April. This total amount will be paid over 17 pay periods. The ISLA position will receive an additional 4% vacation pay (in lieu of paid vacation).

**Deductions** during each pay period will include mandatory statutory deductions (Canada Pension Plan, Employment Insurance, Union dues, and taxes).

ISLA staff are guaranteed on-campus housing if desired, but are not required to live on campus.

### **APPLICATION INFORMATION**

Interested candidates should apply through the [Residence Services Housing Portal](#), under Employment Application.

Questions can be directed to [applyrle@uvic.ca](mailto:applyrle@uvic.ca). If you are not a current UVic student, please email [applyrle@uvic.ca](mailto:applyrle@uvic.ca) for further instructions.

Application Deadline: **February 5, 2024**

UVic is committed to upholding the values of equity, diversity, and inclusion in our living, learning and work environments. In pursuit of our values, we seek members who will work respectfully and constructively with differences and across levels of power. We actively encourage applications from members of groups experiencing barriers to equity. Read our full equity statement here: [www.uvic.ca/equitystatement](http://www.uvic.ca/equitystatement)

Persons with disabilities who anticipate needing accommodations for any part of the application and hiring process may contact Katie Bartel, Training & Assessment Specialist, at [restas@uvic.ca](mailto:restas@uvic.ca).