IMAGINE UBC ORIENTATION LEADER – ARTS & MUSIC

Position Description

Imagine UBC serves as new students' formal welcome to the University and the Faculty of Arts/School of Music. Imagine UBC helps students begin to find a community at UBC, feel supported from their first day on campus, and provides a beginning to a learning experience that will challenge, stimulate, and prepare them to achieve their goals and meet the challenges of our local and global communities.

Imagine UBC is coordinated alongside the Centre for Student Involvement and Careers within the Vice President, Students' portfolio working in collaboration with staff, faculty, and students from across the University in the development and implementation of the program.

The Orientation Leader position plays a crucial role in the delivery of UBC Orientations, through communicating with a cohort of new-to-UBC students in the month of August and by providing direct peer support to this group on Imagine UBC (September 4th, 2018), as the new students begin the transition into university life.

This volunteer posting is for 240 Orientation Leaders.

Primary Functions

As an Orientation Leader, you should expect to:

- Build and support an engaged community of new-to-UBC students
- Facilitate delivery of Imagine UBC
- Engage in personal and professional development
- Role model outstanding student leadership on campus
- Understanding the larger picture of orientations at the University and assist in the implementation of that vision
- Providing informed and timely referrals to campus resources and opportunities to students in your group to support their transition, as needed

Benefits of Participating

- Involvement in the UBC community
- Building respectful and inclusive communities
- Develop group facilitation, effective communication, community development, and team building skills
Building connections with university staff and peers and give back to UBC community

Time Commitment

- Attend an Arts and Music Orientation Leader social event (March 23, 2018)
- Attend mandatory Spring Welcome Event (March 24, 2018)
  - This event takes students through a community building curriculum which gives students greater insight into their own personal values and identity, and introduces strategies on how to address discriminatory behavior.
  - Returning Orientation Leaders will participate in a different stream of programming than new Leaders.
- Actively participate in online check-in activities throughout the summer (once per month in June, July, August)
  - These online check-ins are designed to improve leaders’ awareness of campus resources, remind them of their own experience as a new student and prepare them for the upcoming orientation programming. They can be completed from anywhere in the world, and take no more than one hour per month.
- Attend mandatory Orientation Leader training session (September 3, 2018)
  - Orientation Leader Training is a full day of preparation for Imagine UBC, including team building activities and logistical details.
- Lead your group at Imagine UBC on (September 4, 2018)
  - Campus-wide orientation for all new students, welcoming students to both UBC and the Faculty of Arts/School of Music.
  - Incoming transfer students will participate in a different stream of programming than incoming first-year students.

Responsibilities

Build and support an engaged community of new-to-UBC students by:

- Leading an Orientation group of approximately 10 students
- Building peer relationships within your individual group, as well as amongst fellow Orientation Leaders
- Communicating important updates from your Senior Orientation Leader to your group via email or other social media
Facilitate delivery of Imagine UBC by:
- Actively participating in each event, and encouraging your group of new students to do the same
- Maintaining communication throughout the planning process to ensure successful program delivery
- Providing feedback for overall program delivery and articulating recommendations moving forward

Engage in personal and professional skill development by:
- Developing competencies in areas including communication, teamwork, social and community organization, analysis and problem solving, initiative and motivation, willingness to learn, and adaptability

Role model outstanding student leadership on campus by:
- Upholding UBC's [Respectful Environment Statement](#) as a responsible member of the UBC community
- Embracing the role as an ambassador for student leadership and representative of the Faculty, School or Program
- Actively participating as a member of a larger community of leadership across the UBC Vancouver campus

Desired Experience and Skills

- Must be a student in good academic standing and enrolled as a student until December 2018
- Exceptional leadership skills
- Excellent organizational, communication, and interpersonal skills
- Excellent time management and conflict resolution skills
- Demonstrated ability to adapt to new and challenging experiences with positive mind-set
- Ability and willingness to work independently and as part of a team with students, volunteers, and staff
- Willing to engage in ongoing professional and personal development opportunities
- Knowledge of UBC and volunteer/work experience on campus
- Knowledge of and/or sensitivity to issues affecting students and their transition to Canada or to UBC