



# Reading Week Student Leader position description

## Role overview

Reading Week Student Leaders collaborate with diverse stakeholders to plan and implement community service learning projects over the reading week break.. [Read more about the Reading Week Program.](#)

## Organizational Relationship

Reading Week Student Leaders collaborate with diverse stakeholders to plan and implement community service learning projects over the reading week break. Their work directly benefits local communities and facilitates meaningful learning experiences for UBC students.

Reading Week student leaders will be directly supported by the Student Engagement Coordinator at the [Centre for Community Engaged Learning](#). Each student leader will work with and be mentored by one or more professional Project Leaders.

## Primary Functions

### **Engage in Personal and Professional Skill Development**

Reading Week Student Leaders develop competencies in the areas pertinent to role, including:

- Asset-Based Community Development (ABCD)
- Community Partnership & Engagement
- Experiential Education
- Project Management
- Team Facilitation and Support

**Provide intentional and effective support for Reading Week students and community partners**



Reading Week Student Leaders work with one or more Project Leaders to co-develop a Reading Week project in collaboration with an elementary school staff member or non-profit community organization.

An important part of the Student Leader role is to help UBC students learn from their community project experience through critical reflection activities. Reading Week Student Leaders also provide training, peer leadership, and overall support for their team of UBC student participants. This includes:

- Regular engagement & communication with a team of Reading Week students
- Facilitate orientation and peer reflection activities for Reading Week students

**Role model outstanding student leadership on campus**

- Embrace the role as an ambassador for inclusive student leadership on campus and in the many communities we work with
- Contribute to an environment at UBC that is dedicated to equity and mutual respect.

## Time commitments

### Important Dates

- Spring Welcome – *March 23, 2019 (full day, on campus)*
- Trek and Reading Week Student Leader Training and Orientation – *April 25 and 26, 2019 (full day, off campus)*
- Fall Training – *September 1<sup>st</sup>, 2019 (full day, on campus)*
- Reading Week Meet and Scope – *November 13, 2019 (4-6pm, off-campus)*
- Reading Week Kick-Off Orientation – *February 8, 2020 (12pm-4pm)*
- Implement your Reading Week project – *3 days during February 22-25, 2020 (full days)*

### Regular Meetings

Mandatory group meetings\*:

- October 9, 5:30-7:30pm



- October 30, 5:30-7:30pm
- November 20, 5:30-7:30pm
- January 15, 5:30-7:30pm
- March 11, 5:30-7:30pm

\*note: failure to attend all meetings may result in removal from the program.

### **Regular Commitment**

- 10-20 hours of community-based project planning over October-February in addition to our regular meetings. This includes attending planning meetings with your project team and a site visit to your elementary school or non-profit community organization.
- An individual check-in with a program advisor (based on your availability)

### **Desired skills and experience**

- Be a UBC student in good standing
- Demonstrated commitment to the program and ability to attend all events and meetings
- May be required to complete a Criminal Record check
- Preference will be given to students who have successfully completed the Reading Week Program.

Strong applicants will also possess all or some of the following qualifications:

- Previous or equivalent experience in community-based experiential learning (e.g. Trek, Reading Week Projects, community service learning as part of a course, International Service Learning, or similar programs)
- The ability to work independently and collaboratively as a part of a diverse team
- Excellent written and verbal communication skills
- Enthusiasm and experience with group or team leadership with university students



- Excellent organizational skills: ability to prioritize, multi-task, and meet deadlines
- High level of self-awareness and commitment to ongoing learning
- Ability to take initiative

## Benefits of participating in this role

### **Develop a specific set of professional competencies**

- Enhance leadership skills in the areas of communication, team-building, personal and professional growth, diversity/awareness, and networking.
- Gain tangible skills in event planning, project management, professional communication, and public speaking
- Develop competencies in asset-based community development (ABCD), community partnership & engagement, and self-directed learning

### **Receive sponsorship to professional development opportunities**

- UBC Student Leadership Conference (January 2020)

### **Increased opportunity for on-campus and community networking**

- Opportunities to connect and network with local community organizations and non-profit professionals
- Be a part of the broader Peer Programs Network, which engages both within and beyond the UBC campus community in support of and service to others.

## Contact information for questions

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