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.

Note: Due to the ongoing impacts of the COVID-19 pandemic, the details of this role may change during the planning process for the 2021/2022 academic year. We anticipate that this role will begin virtually. There may also be both in-person and virtual components in 2021W Term 1 and 2, depending on provincial safety measures and the university’s approach to learning throughout the academic year.

Timelines and details for this position, including the timing of the projects, are subject to change. If you have questions about what this might look like, including your individual circumstances for the 2021/2022 academic year, feel free to contact Krista directly at Krista.Knechtle@ubc.ca

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. Projects and planning may be conducted in person or virtually, depending on Provincial Health Guidelines.

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

• Complete Community Building Education online course.
• Complete asynchronous role training (June – September 2021)
• Peer Programs Launch and Learn – Sunday, September 5, 2021 (Time TBD) (mandatory, no exceptions)
• Reading Week Meet and Scope – November 17, 2021 (4-6pm, off-campus)*
• Reading Week Kick-Off Orientation – February 12, 2022 (12pm-4pm)*
• Implement your Reading Week project – 3 days during February 21 – 25, 2022 (full days)*

*Reading Week Program dates subject to change.

Regular Meetings

Mandatory group meetings*:

• October 6, 5:30-7:30pm
• October 27, 5:30-7:30pm
• November 17, 5:30-7:30pm
• January 12, 5:30-7:30pm
• March 9, 5:30-7:30pm

*note: may be conducted virtually, or in person, dependent on Health Guidelines.

Regular Commitment

• 15-25 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 (if required by Community Partner Organization).
• 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 2022)

**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

Krista.Knechtle@ubc.ca