

IMAGINE UBC 2024 ORIENTATION LEADER – SALA

Position Description

[Imagine UBC](#) and the University's first year transition programs serve as new students' formal welcome to the University, an invocation to the learning community they have joined. Imagine UBC helps students begin to find and build a community at UBC, feel supported from their first day on campus and through their first year, and provides a beginning to a learning experience that will challenge, stimulate and prepare them to achieve their goals, use their strengths and meet the challenges of our local and global communities.

Imagine UBC is coordinated through the Centre for Student Development and Leadership 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 Imagine UBC 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 3rd, 2024).

We anticipate that this role will take place primarily in person in September 2024. During the summer of 2024, you may participate in this role virtually. The delivery of orientations programming and this role may change. If you have questions about what this might look like, please contact us.

This volunteer posting is for SALA, 5 Orientation Leaders

Primary Functions

As an Orientation Leader, you should expect to:

- Contribute to an environment at UBC that is dedicated to excellence, equity, and mutual respect.
- 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
- Understand the larger picture of Orientations at the University and assist in the implementation of that vision
- Provide informed and timely referrals to campus resources and opportunities to students in your group to support their transition, as needed
- Actively contribute to the overall growth and development of the Orientation Leader team

Time Commitment

Please prepare to participate in this role in-person at the UBC Vancouver campus on September 2nd, 2024 and September 3rd, 2024. You **will not** need to attend in person training or events for this role prior to September 2nd, 2024.

Other commitments include:

- Participate in a 50-minute virtual synchronous selection process during the Spring of 2024, along with about 30 minutes of related asynchronous activities
- Complete a mandatory, virtual Community Building Education course which may include up to 4 hours of synchronous and asynchronous learning activities
- Actively participate in online development activities throughout the summer
- Complete asynchronous online training as required in August/September 2024
- Attend mandatory training on Monday, September 2nd, 2024
- Attend Imagine UBC on Tuesday, September 3rd, 2024

Benefits of Participating

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

Responsibilities

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

- Leading an Orientation group of approximately 10-15 students on September 3rd
- Creating and animating communities of friendship and belonging for all new-to-UBC students
- Building peer relationships within your individual group, as well as amongst fellow Orientation Leaders
- Embracing your role as a UBC ambassador for student leadership and representative of Imagine UBC and SALA.
- Communicating important updates from your Senior Orientation Leader to your group via email or other social media

Facilitate delivery of Imagine UBC by:

- Assisting with the organization and delivery of Imagine UBC activities for new-to-UBC students
- Maintaining proper 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 an undergraduate student in good academic standing and enrolled as a student until December 2024
- 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 a 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
- Knowledge of and/or sensitivity to issues affecting students and their transition to Canada or to UBC

Commitment to Equity and Inclusion

- Equity and diversity are essential to the academic community at UBC and are essential to Orientations programming that will support all incoming students. A diverse leader community can help contribute to effective community building and to the empowerment of voices that have been underrepresented or discouraged. We encourage applications from members of groups that have been marginalized on any grounds enumerated under the B.C. Human Rights Code, including sex, sexual orientation, gender identity or expression, racialization, disability, political belief, religion, marital or family status, age, and/or status as a First Nation, Metis, Inuit or Indigenous person.

- We expect **all applicants** to be committed to equity and inclusion, and leaders will be provided with ongoing training related to these topics. We expect all applicants to show respect for all people and their differences, demonstrate fairness and equity, work to understand the perspectives of others, promote cooperation and collaboration, bring out the best in others, demonstrate empathy and use respectful language.