

## Position Title: *Western Serves Team Leader*

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### Position Summary:

The Western Serves Network (WSN) aims to connect Western students with volunteering opportunities in the larger London community. Western Serves (WS) Team Leaders will assist with implementing team-based, co-curricular (not for credit) Community Engaged Learning (CEL) activities at Western. Team Leaders will lead a team for both one time and on-going community engagement initiatives throughout the year. They will be responsible for leading teams of students working with London community agencies, including communication with students and agencies, day-of logistics, and facilitation of reflection activities. They will also provide feedback and direction for the expansion of WSN, its activities, and the marketing and promotion thereof.

### What will you gain from this role?

- Facilitation skills for team projects
- An engaging team dynamic
- Ongoing professional development
- A more in-depth understanding of the London community
- A Letter of Reference from the Community Engagement Coordinator
- Recognition through Western's Co-Curricular Record

### What do we ask from you?

- Attend Spring Orientation
- Act as a liaison between students engaged WS activities and the Co-Curricular Experiential Learning Coordinator
- Act as a point-person with partner Community Organizations in the London area, maintaining constant communication in order to better serve their CEL needs
- Communicate with participants before activities, travel with them to the community agency, lead activities as necessary, and facilitate reflection
- Recruit team members and lead the team to complete projects identified as needs by Community Partners
- Keep detailed records (as directed) of all WS activities happening with their respective Community Organization(s)
- Assist with the evaluation of CE activities
- Collect reflection materials from Student Success located in UCC 210 and return them upon the activity's completion
- Meet and communicate regularly with the Co-Curricular Experiential Learning Coordinator and the Western Serves Student Coordinator
- Assist with the preparation, promotion, and implementation of large CE programs (Western Serves Network)
- Participate in at least one of the committees created by the WSN
- Assist and support CEL programs organized by other campus groups (Residence, SOCS, LAMP) as needed and directed by the Student Coordinator

## What kind of candidate are we looking for?

- Able to work as part of a team
- Approachable, friendly, and able to relate with project participants
- Excellent oral and written communication skills
- Interested in helping others and becoming more engaged in the London community
- Enthusiastic and involved member of the Western community
- Western undergraduate or graduate student

## Position Specifics:

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### Term Length:

One academic year, September 2, 2019 - April 27, 2020

### Time Commitment:

Vary, depending on the time of year, hours will average out to no more than 3 hours per week; plus the time involved in service projects

### Compensation:

This is a Volunteer position. Work Study Eligible.

### Reports to:

Community Engagement Coordinator

### Number of Positions Available:

### Application Method:

Login to [CareerCentral](#), and navigate to the [Campus Student Leader posting boards](#) to find this job posting and instructions on how to apply (ex. Uploading/emailing required application documents or redirecting to the [Working at Western](#) website).