

Western Serves Team Leader

Position Description:

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 Western Serves Day of Service, as well as on-going programs throughout the year through the Western Serves Network (WSN). 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.

Duties to Include:

- Attend Spring Orientation
- Act as a liaison between students engaged WS activities and the Co-Curricular Experiential Learning Coordinator
- Act as a point-person for at least one Community Organization 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 The Student Success Centre 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 planning, promotion, and implementation of large CE programs (Western Serves Day of Service, 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

Requirements:

- Enthusiastic and involved member of the Western community
- Able to work as part of a team
- Excellent communication skills
- Interested in helping others and becoming more engaged in the London community
- Experience within Residence Life or The Student Success Centre leadership positions
- Approachable, friendly, and able to relate with project participants
- Western undergraduate student, main campus only, who has completed at least 10 full courses (or equivalent)

Related Experience:

- Community involvement through volunteer experience
- Demonstrated leadership experience
- Experience with public speaking

Hours:

Vary, depending on the time of year and the needs of the mentoring team; over the academic year (September 1 - April 30), hours will average out to no more than 3 hours per week.

Pay:

This position is eligible for Work Study.