

## **Position Title:** *Learn to Lead Committee Member (Transition, Leadership & Enrichment)*

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### **Positions Summary:**

Learn to Lead is a free program that provides Western undergrads with an opportunity to gain a wealth of knowledge that will help them become truly effective leaders. The Learn to lead umbrella consists of a series of programs that offer students an opportunity to choose their path to leadership by engaging with programs that work for them.

Learn to Lead Committee Members work closely with the Learn to Lead Student Coordinator, Learn to Lead Specialists and the Coordinator, Student Experience and Engagement in order to support the implementation of campus-wide programming.

Committee members will be deployed to support the full array of leadership programming available. Participants will be involved in some planning and preparation for the events, as well as day-of logistics and support.

### **What will you gain from this role?**

- Professional leadership experience
- The ability to impact a key student service designed to make Western students successful in developing transferrable skills
- Experience and exposure to the full suite of leadership programming under the Learn to lead umbrella.
- The knowledge that you have made a meaningful difference for the Western students you help; when Learn to Lead helps students to grow their leadership skills, they take those skills into the workforce and into the larger community to make a difference
- Recognition through Western's Co-Curricular Record ([wccr.uwo.ca](http://wccr.uwo.ca))

### **Key Responsibilities:**

- Support the logistical, development and execution of relevant events and programming related to your portfolio
- Work closely with staff and campus partners to support their facilitation of content
- Solve problems that may emerge during the day to day operations of the program
- Share your enthusiasm for the development and growth of Western students
- Represent Student Experience and Western University through conduct in accordance with professional standards
- Respect differences of gender, ethnic origin, race, religious affiliation, sexual orientation and those with disabilities

### **What kind of candidate are we looking for?**

- Strong organizational skills
- The ability to work independently and as part of a team
- Excellent oral and written communication skills
- Dedication, integrity, dependability, initiative
- A positive attitude and a commitment to helping Western students

- The ability to provide and accept constructive feedback
- Strong event planning skills

## Position Requirements:

- Western undergraduate student
- Past experience in Learn to Lead
- Community or campus involvement
- Leadership experience including the ability to inspire a shared vision and encourage volunteer participants to work together to reach this shared vision
- Experience organizing and planning events and working toward long term projects

## WESTERN PEER LEADER (WPL) PROGRAM REQUIREMENTS

- Complete WPL Fundamental Training: WHMIS, Health & Safety, Safe Campus, AODA, Code of Conduct, Ethics, Etiquette & Boundaries, Equity & Inclusion e-Learning Module, Gender-Based Violence Policy e-Learning Module, Indigenous Initiatives Content & Reflection
- Complete Confidentiality Agreement and Student Contract
- Complete Student Feedback Form and/or Student Self-Reflection (per term)

\*\* Trainings subject to change

## Position Specifics:

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### Term Length:

September 1 2023 - April 30, 2024

### Time Commitment:

Approx 2-3 hours per week.

May vary, depending on the time of year.

### Compensation:

Volunteer

### Reports to:

The Coordinator of Student Engagement Programs

### Application Method:

Through the Western Connect website. Resume/Cover Letter required.

### Western Values Diversity:

The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Aboriginal persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression. Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact our Administrative Officer at [ralary@uwo.ca](mailto:ralary@uwo.ca) or phone 519.661.1111 (89081).