SU Wellness Centre Peer Helper
Position Description

Position Title: Wellness Centre - Peer Leader
Department: SU Wellness Centre & Campus Community Hub
Term: Fall 2019/Winter 2020
Number of Positions: 3-6
Hours: minimum 4 hrs/week
Length of Position: September 2019 – April 2020

This opportunity is only open to current Peer Support Volunteers.

POSITION DESCRIPTION
Peer Leaders complete 2 volunteers hours weekly of their team of choice Peer Engaging or Peer Listening. Leaders will run weekly 1 ½ hour meetings dedicated to Hub on Location. Leaders are in charge of organizing and running four events throughout the year with four separate Hub on Location volunteer groups. Leaders will devote approximately ½ hour a week to preparing for these meetings and helping Wellness Centre staff plan for other Peer Support events and meetings.

Hub on Location:
The goal of Hub on Location is to have an interactive activity that allows Peer Supporters to engage with students and provide peer support through meaningful conversations about wellness, mental health, stress management etc.

TASKS AND RESPONSIBILITIES:
- Help organize development opportunities for peers
- Work collaboratively with peers to organize and run bi-semester events
- Independently run hub on location planning meetings
- Assist with running Peer Support Meetings
- Other duties as assigned

EMPLOYABILITY SKILLS:
As a result of volunteering in this role, students can expect to develop their employability skills in the following focus areas, as outlined by the Conference Board of Canada’s Employability Skills:
- **Communication Skills:** Meet other students and build connections. Gain group facilitation skills; listen and ask questions to understand and appreciate the points of view of others
- **Teamwork Skills:** Develop skills in understanding group dynamics; engaging in dialogue with others interested in peer support; event/project management; and plan, design, and carry out events from start to finish.
- **Personal Management Skills:** Drive your personal growth; Develop responsibility through accountability for your actions and the actions of your group, and being socially responsible and contributing to your community.
COMMITMENT:
- 2 hours minimum of weekly shifts
  Peer Listening or Peer Engaging
- 1 ½ hour weekly of Hub on Location Meetings
- Attend the mandatory Wellness Centre Peer Support Volunteer Training on Saturday September 7th from 9:00am-4:30pm
- 10 hours of trainings/meetings throughout the year
  Attend five Volunteer Skill Development Meetings-
  Meetings will be two hours long, dates TBD
- Participate in a mid-semester check in meeting with the Program Assistant/Volunteer Coordinator
- 1 hour of distributing marketing material around campus

PEER HELPER PROFESSIONAL DEVELOPMENT:
The Peer Helper Program is made up of over 300 students every year, who are involved in 19 different on-campus offices. Part of being a Peer Helper involves ongoing professional development. All Peer Helpers will complete the online Peer Helper training prior to the due date. Due date TBD.

QUALIFICATIONS:
- Excellent active listening & communication skills
- Demonstrated professionalism, maturity, and good judgement
- Interest in enhancing the student experience through providing opportunities for students to connect and promote well-being
- Ability to work collaboratively in a team environment as well as independently
- Comfortable with approaching and connecting with other students
- Knowledge about UCalgary Campus Resources

CONDUCT STATEMENT
This position requires students to be in good conduct standing for non-academic misconduct. Students who are not in good conduct standing have an active sanction of “Probation for Non-Academic Misconduct” that has been assigned through formal conduct proceedings per the Non-Academic Misconduct Policy. Students are informed in writing of the sanction by the Student Conduct Office. Note: Involvement in the Non-Academic Misconduct process does not automatically mean a student is not in good conduct standing; this applies only to those students who have been assigned the sanction of Probation for Non-Academic Misconduct. If you have been found responsible of a violation of the Non-Academic Misconduct Policy and you are unsure if you have received this sanction, please contact conduct@ucalgary.ca. Please note that in submitting your application, you are verifying that you are in good conduct standing and consent to this being verified by the Student Conduct Office. Note that details of non-academic misconduct cases are not shared through this process.

APPLICATION PROCESS
To apply, please submit a return application online and email a brief cover letter to communityhub@ucalgary.ca by March 25, 2019. The application form can be found here: Returning Volunteer Application.