Peer Coach | Volunteer Description

Applications will close by December 9, 2018 at 11:59 pm

Position Overview

As a Peer Coach, you will facilitate goal-setting and personal development meetings with Peer Educators to support their progress toward a goal or learning objective that they set for themselves.

Peer Coaches are supervised and supported by the Student Development Educator (SDE, who also oversees the overall Peer Education Program) as well as small team of senior students with experience in the Peer Coaching role (Senior Peer Coaches).

This Peer Coach role is in addition to the role as a Peer Educator. See below for details.

As a Peer Coach, you will:

- Explore your own coaching style and develop proficiency in running effective one-on-one developmental meetings.
- Liaise and schedule meetings with your coachees (who will be assigned by your Divisional Supervisor).
- Assist with Core Training through facilitation of group discussion and activities.

The following are optional opportunities that will be available to Peer Coaches and they are encouraged to get involved with them:

- Assist with development and facilitation of material for Professional Development Day.
- Be a student representative on the Peer Advisory Group meeting, where Divisional Supervisors from multiple areas meet to discuss overarching items. There are 2 meetings per term.
- Coach Peer Educators from other Peer Education Programs, if required.

Relating to your personal development, Peer Coaches will:

- Participate in a self-led learning plan to improve personal development goals.
- Meet three times per semester with a Senior Peer Coach as a means of working toward a chosen personal development goal. (Should a Senior Peer Coach be unavailable, the Student Development Educator may stand in as an alternate).
- Complete 2 online reflections per term relating to your goal-setting.
**Time Commitment**

The time commitment varies slightly per area. This role requires approximately 30 to 42 hours per term for the Spring term, depending on the number of coachees you are working with. Typically coaching does not take place in the summer, and continuing participation during subsequent terms is encouraged but optional. If there is a need for Peer Coaching in the Summer 2019 term, you will be contacted prior to the start of the term and asked if you are able to continue for the Summer semester.

This role includes and is in addition to your role as a Peer Educator. Your hourly commitment in your role as a Peer Educator will be adjusted to accommodate your role as a Peer Coach, so the total time commitment is the same as a Peer Educator (i.e. averaging 5 hours per week)

**Mandatory Training**

- Online preparation for Peer Coach Training (2 hours)
- In-person Peer Coach Training (4 hours)
  - **January 14, 2019 from 5:00 – 9:00 pm, Burnaby Campus**
  - If you are unable to make Peer Coach Training you are not eligible for this role.
- Peer Coach Practice Run (30min):
  - **To be scheduled based on availability January 14 – 25** (required prior to meeting your coachees for the first time)
- Peer Education Core Training (3 hours)
  - **January 8, 2019 from 5:30pm – 8:30pm at Burnaby Campus**
  - While you will have previously attended Core Training as a Peer Educator, you are required to attend this Core Training, helping execute the training as well as building rapport with the new Peer Educators
- Peer Education Professional Development Day (4 hours each term)
  - **February 2, 2019 10:00am – 3:00pm at Surrey Campus**
  - Returning Peer Coaches have the opportunity to co-facilitate workshops or sessions in partnership with a Senior Peer Coach, other Peer Coaches, and/or their Divisional Supervisor. New Peer Coaches will assist with the overall execution and planning of this event, and will have an opportunity to attend the sessions hosted by Returning Peer Coaches.

**Recommended Training**

- As a Peer Coach you are highly encouraged to complete Passport to Leadership 1, as well as Passport to Leadership 2. These programs will support your role as a Peer Coach.
- As a Peer Educator and a Peer Coach, these programs are offered to you free of charge.
- [https://www.sfu.ca/students/get-involved/groups/leadership-program.html](https://www.sfu.ca/students/get-involved/groups/leadership-program.html)
Required Meetings

- Networking & program development meetings with the Student Development Educator, Senior Peer Coach, and fellow Peer Coaches
  - January – April 2019: Two 1-hour meetings (TBD)
- Three 30-minute meetings with each of your coachees, per term.
- Two to three 30-minute personal development meetings with one of Senior Peer Coaches

Benefits of being a Peer Coach

- Specific training and practical experience coaching one-on-one
- Enhanced transferable skills (e.g., communication, leadership, mentorship)
- Opportunities to facilitate, enhance, and develop training opportunities for new Peer Educators and incoming Peer Coaches
- Letter of reference upon request (after successful completion of 2-term coaching role)
- Receive coaching from a Senior Peer Coach to support your personal and professional development
- Opportunity to attend free professional development workshops such as the Passport to Leadership suite of programs
- Recognition of your involvement on the Co-curricular Record and at the SFU Volunteer Appreciation Gala

Application Information

What we are looking for in our future Peer Coaches

- Previous experience as a Peer Educator at SFU and a recommendation from your Divisional Supervisor
- Genuine interest in supporting, coaching, and enhancing the experience of Peer Educators

To apply, email involved@sfu.ca with the following subject line:

[Your Name] Peer Coach Application included Spring 2019

Attaching the following documents:

1. Peer Coach Application Form
2. Resume

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Shortlisted applicants will be invited to an interview. Skype interviews are possible.