FALL 2020 WELCOME LEADER

POSITION TITLE: WELCOME LEADER
DEPARTMENT: STUDENT ENGAGEMENT & RETENTION
CAMPUS: BURNABY CAMPUS
TIME COMMITMENT: 15-20 HOURS IN TOTAL

OVERVIEW
Student Engagement & Retention works collaboratively with other SFU departments and faculties to coordinate first year initiatives at the Surrey and Burnaby campuses. Welcome Day (September 8, 2020) is a one-day campus orientation for all new students aimed at bringing together the entire SFU community to both welcome new students and celebrate the start of the school year. During this day new students get to connect with their faculty, find out more about their area of study, get comfortable on campus, get excited for their first year at SFU, get SFU swag and most importantly, connect in a small group of peers with YOU, their Welcome Leader.

We are seeking reliable, positive, and diverse student volunteers to help us welcome new students and prepare them for success at SFU! Welcome Leaders help make a new student’s first experience at SFU positive and memorable, and you will be responsible for leading a group of 10-20 new students from your area of study through a day of programming. This means facilitating conversations, building connections, introducing them to SFU spaces, resources, and general student life on campus.

ROLE & RESPONSIBILITIES
• Introduce SFU spaces and classrooms at the Burnaby campus to new students
• Provide students with the confidence, knowledge, and motivation to access campus resources and services
• Foster an inclusive community on campus and meet the needs of a very diverse student population
• Facilitate conversations and encouraging participation of your group
• Represent your faculty by participating in a Faculty Session and building excitement
• Provide stories of your own experience as an SFU student

SKILLS & QUALIFICATIONS
• Have a minimum CGPA of 2.25
• Have completed 2 terms at SFU by Fall 2020
• Be a professional and positive ambassador for SFU
• Have respect for and enthusiasm about serving a diverse population
• Strong communication and interpersonal skills
• Strong time management skills, and the ability to adapt to new challenges
• Complete all mandatory training (see below)

YOU’RE GROWING BY
• Having the opportunity to welcome, guide, and positively impact a group of new students and the SFU community
• Developing skills in communication, team building, and group facilitation
• Connecting to a network of students, staff, and faculty who are involved in transition programming
• Gaining free access to Passport to Leadership (P2L) for 2020
• Receiving recognition on your SFU Co-Curricular Record (CCR)
• Receiving SFU swag, including a SFU t-shirt!
**TIME COMMITMENT**

Total time commitment for this role: **15 - 20 hours** (interview, training, check-ins, Welcome Day)

<table>
<thead>
<tr>
<th>Activity</th>
<th>Date(s): TBC</th>
<th>Duration</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interviews</td>
<td>TBD - Online</td>
<td>2 hours</td>
<td>To be done remotely</td>
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<tr>
<td><strong>Training (Part 1):</strong></td>
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<tr>
<td>Student Leadership Training</td>
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<td></td>
<td>TBD - Online</td>
<td>4 hours (TBC)</td>
<td>Core Student Leadership Training is mandatory for all students volunteering as Welcome Leaders, Peer Mentors, and Summit Peer Leaders. Please note you only need to attend <strong>once</strong> if you are doing multiple roles.</td>
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<td><strong>Training (Part 2):</strong></td>
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<tr>
<td>Welcome Leader Logistics</td>
<td>TBD - Online</td>
<td>2.5 hours</td>
<td>To be done remotely</td>
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<tr>
<td><strong>Welcome Day</strong></td>
<td>Tuesday, September 8</td>
<td><em>All day (time TBC)</em></td>
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**APPLICATION INSTRUCTIONS**
Submit an application by filling out the websurvey by May 30: [http://websurvey.sfu.ca/survey/369772627](http://websurvey.sfu.ca/survey/369772627)

**QUESTIONS?**
Contact sec_sry@sfu.ca