



UNIVERSITY OF CALGARY
Residence Services



BE A COMMUNITY AMBASSADOR

Application and position information

December 2021



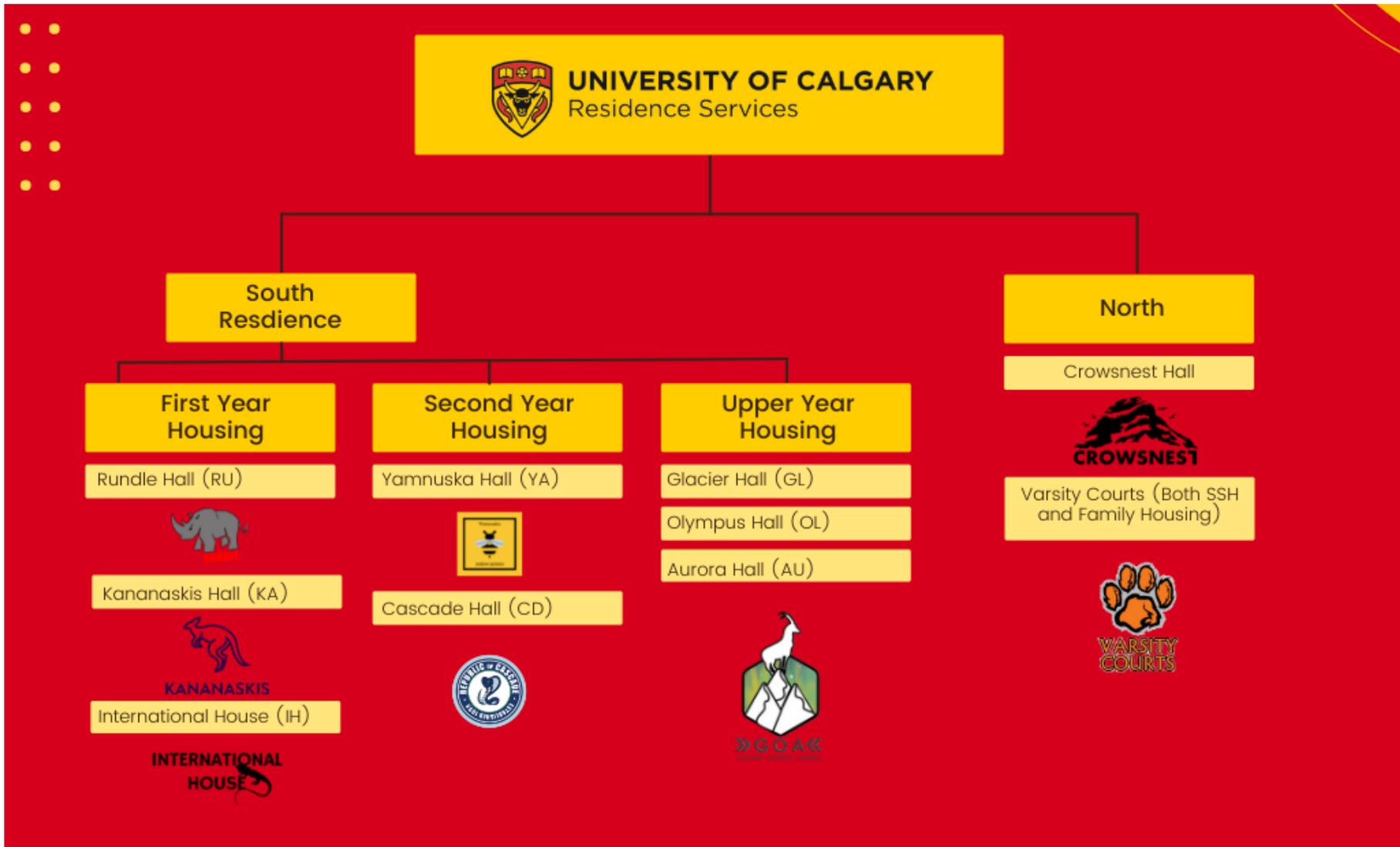
Acronym	Word	Definition
CA	Community Ambassador	A live-in student position in residence
RLC	Residence Life Coordinator	A live-in professional position in residence which supervises the CAs
ACA	Academic CA	Leads a specialized Academic community in residence
WCA	Wellness CA	Focuses on Wellness in Residence
SCA	Senior CA	A para-professional role which assists the RLC in supervision
SSH	Single Student Housing	

- More than just a building, living in residence is a unique experience.
 - Be part of a unique team of over 75 student leaders.
 - Contribute to creating a safe, inclusive, and positive environment where students can thrive.
 - Enhance your social and professional network.
 - Develop a variety of transferable skills that can make you competitive in any job market.
 - Have fun!

- Community Ambassadors (CAs) are student staff members who act as student leaders in their community. They are supervised by a Residence Life Coordinator (full-time professional staff).
- The general goals of CAs are:
 - Community building
 - Individual resident support
 - Promoting safety within residence
 - Ensuring Community Standards are being upheld
 - Acting as a role model for residents and as a representative of Residence Services

- Have a meaningful and positive impact in the residence community.
- Gain valuable skills and experience in assertiveness, conflict mediation, time management, teamwork, professionalism, and community building among many others!
- Live on campus and work in an environment that supports academic and social development.

Where do Community Ambassadors work?



Academic CAs

- Specialized communities within first-year residence that are grouped by shared academic programs
- Host events in collaboration with their faculties
- Advise a resident-led academic council in their planning of events and socials for their peers



Wellness CAs

- Focus on residence-wide opportunities to educate all residents on various dimensions of wellness
- Recruit residents to join a Wellness Council
- Promote wellness and self-advocacy among the CA team



- CAs are responsible for hosting programs, events, and connecting students to resources on campus and in the Calgary Community.

- Examples of events include:
 - Floor dinners
 - Campus Tours and Scavenger Hunts for new students
 - Study Hall
 - Attending Flu clinics
 - Wellness focused events such as meditation, yoga, essential oil making, plant potting, and others
 - Game Nights
 - Cultural Exchange Events

- CAs create and maintain one-on-one connections with all residents in their assigned community.
- CAs support residents through academic and personal concerns by referring them to appropriate resources on or off campus.
- CAs help residents through roommate conflicts and connect them with peers.
- CAs act as role models and address concerns within their assigned community, such as the use of non-inclusive language or bullying.

- CAs work closely with Campus Security and the On-Call Residence Staff to promote safety within Residence after-hours (when the Campus Service Centre is closed).
- Examples of on call duties include:
 - Documenting Residence policy violations
 - Contacting emergency services when medical concerns arise
 - Helping to escort disruptive non-residents out of residence
 - Checking fire safety equipment
 - Reporting maintenance issues

- **Get creative!**
 - Create educational programming, including:
 - Active programming, such as organizing an event
 - Passive programming, such as creating a bulletin board
- **Meet others**
 - Interact with individuals from a variety of backgrounds
 - CAs are expected to spend time getting to know their residents
- **Collaborate**
 - Work with other CAs in your assigned team and across residence
 - Connect with other departments and events on/off campus through community events

- Provide support, within a safe environment
 - You may be the first contact of support someone has in their university career!
 - Your safety and that of all residents is of the utmost importance. Being a CA allows you to help others in difficult and complex situations, making your role crucial to a safe experience in residence.
- Receive support
 - You will have a supervisor (Residence Life Coordinator), Senior CA mentore, other CAs on your team, as well as the larger Residence Education Team supporting your efforts and guiding you throughout the year.

What do you need to be a Community Ambassador?

- Be registered as a full-time student (3.0 courses/term) in a degree program (Graduate or Undergraduate)
- Maintain a minimum of 2.5 GPA, both cumulatively and in the most recent semester
- Have experience in leadership, community building and/or student engagement
- Complete the online application to live in residence for the 2022-2023 academic year
- Attend all of Fall training. Training for the position may start as early as August 15th, 2022
 - Training days run 8:30am to 5:30pm, *weekends inclusive*

What can you expect from the position?

- Up to 80 hours of work a month
- Expectations include, but are not limited to:
 - Attending weekly staff meetings
 - On call shifts (can range from 5-11 a month, depending on the location)
 - On-call shifts are overnight shifts, but you do not have to stay awake for the whole night
 - Assisting in residence tours during open houses
 - Assist in facilitating residence Move-In and move-Out
 - Complete Winter Term training in early January 2023
 - Help with candidate assessment and recruitment for 2023-2024.
 - Fulfilling programming requirements
 - Regular check-in meetings with your Residence Life Coordinator and Senior CA
 - Administrative tasks such as weekly log completion, submitting reports, etc.
 - Creating connections with residents, supporting them through roommate conflicts, addressing issues within your assigned community
 - Stay in residence until 24 hours after the last possible Fall term exam, and until April 30th 2023

- Single Student Housing Compensation:
 - Equivalent to required residence fees for the building you are placed in
 - Includes meal plan fees (if required of the building you are placed in)
 - Does not include miscellaneous fees, such as the residence activity fee. CAs are responsible for paying these miscellaneous fees
 - Please note that CAs cannot select what room they live in, as these units are pre-assigned

- Varsity Courts compensation:
 - Equivalent to a one-bedroom rate with CAs paying the difference if they live in a 2- or 3-bedroom unit
 - Will be responsible for paying a damage deposit
 - CAs work with residence to select the unit they want to live in, with most staying in their current unit (if already living in Varsity Courts)

Information sessions with current Community Ambassadors will also be hosted in December 2021 and January 2022. Refer to the Residence Services website and social media accounts for more information.

Applications close January 16, 2022 at 11:59 pm. The form can be found at:

- https://survey.ucalgary.ca/jfe/form/SV_8CgKW8GpmRAPdfU

- You can also scan this QR code to apply



- **Questions?** Contact a Community Ambassador or a Residence Life Coordinator. If you do not currently live in Residence, you can visit the [Contact Us](#) page on our website.