



**UNIVERSITY OF  
CALGARY**

**Faith and Spirituality Centre  
Events Team  
Peer Helper**

**Position Title:** Events Team Peer Helper  
**Department:** Faith and Spirituality Centre  
**Term:** Winter 2024  
**Hours:** 1 – 4 hours/week  
**Length of Position:** January 2024 – April 2024

**POSITION DESCRIPTION**

The [Faith & Spirituality Centre](#) (FSC) offers a variety of spiritual and faith-based practices and encourages religious literacy, interfaith dialogue, cooperation, and action as a critical part of the student experience at the University of Calgary so that students can be their authentic selves in a spiritually inclusive campus culture. We are looking for dedicated, compassionate, and energetic individuals to be a part of our Events Team. The Events Team has been involved in hosting events and community gatherings, interfaith initiatives, and service projects in the community.

**TASKS AND RESPONSIBILITIES:**

Work closely with Team Organizers and FSC Staff for the following:

- Help organize and plan group activities, including working collaboratively with other service areas and student clubs on campus and external organizations. Examples include hosting weekly DiversiTEA events, monthly Taste of Tuesday events, and other intercultural and interreligious diversity programs.
- Welcome visitors to the FSC and provide tours, promote the FSC and its activities, and work to engage Peer Helpers
- Support the Student Team Leader(s) in setting goals, events, and programs for the year.
- Attend monthly planning meetings.
- Attend the FSC's Peer Helper orientation and other relevant training sessions
- Engage in one-on-one mentoring/planning with a faith representative or other FSC member
- Support events and programs hosted by the FSC Faith Representatives/Chaplains, according to personal interest
- Other duties as assigned.

**BENEFITS:**

- Meet new people, make new friends, and develop professional contacts as part of an amazing community
- Learn about a variety of faith practices
- Build positive relationships
- Have meaningful conversations with peers
- Learn how to host events
- Will have access to a variety of teas
- Build your resume
- Develop intercultural competencies
- Will have access to a restful, inclusive study space
- Gain skills in:
  - Interpersonal communication

- Active listening
- Public speaking
- Facilitating dialogue
- Helping skills
- Leadership
- Resource referral
- Advocacy

**(Included for all):**

- Become part of the Peer Helper community throughout offices across campus
- Valuable leadership training opportunities provided to all UCalgary Peer Helpers

**COMMITMENT:**

- Complete a minimum of 20 hours of volunteering per semester including:
  - Attend the **mandatory** Peer Helper Orientation **Saturday, January 20, 2024, 1:00 – 4:00 p.m., in-person at the FSC**
  - Attend monthly team meetings
    - **Tues, January 23, 2024, 5 – 7 p.m.**
    - **Tues, February 13, 2024, 5 – 7 p.m.**
    - **Tues, March 12, 2024 5 – 7 p.m.**
  - Participate in a monthly 1-hour check-in with faith representatives
  - 1 - 4 hours of volunteering weekly in the FSC
- Log volunteer hours on MyImpactPage
- A commitment for the entire semester is necessary.
- Download Microsoft Teams for volunteer communications

**QUALIFICATIONS:**

- Respect for and strong interest in diversity in its broadest sense, including gender identity, sexual orientation, ethnicity, race, faith, age, and ability
- Time management to balance between Peer Helper responsibilities and school/work/social life.
- Previous experience planning events and activities is considered an asset.
- A creative passion for getting things done.
- Demonstrated professionalism, maturity, and good judgment.
- Is reliable and can complete projects from start to finish.
- Must be open and sensitive to those from a variety of faith traditions or from none at all.
- Excellent oral and written communication skills.
- Experience working with diverse student groups.
- Passion for social justice is considered an asset.
- All Peer Helpers must be in good standing with the Office of Student Conduct

**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:** Gain public speaking, presentation and group facilitation skills.
- **Teamwork Skills:** Develop skills in understanding group dynamics, engaging in dialogue with others who approach learning, work, and world issues differently, and event/project management.
- **Personal Management Skills:** Learn how your strengths help you succeed, and how to be adaptable in different settings. You will also have the opportunity to work on learning goals in this position using the SMART model.

- **Intercultural Capacity Building:** You will gain knowledge and understanding of a variety of faiths and cultures as well as learn how to contribute to a culture of peace in multicultural communities.

As a University of Calgary Peer Helper, you will also have the opportunity to work within a collaborative team environment, expand your network of students, faculty, and staff and have access to specific career development opportunities provided through the Peer Helper Program.

**PEER HELPER PROFESSIONAL DEVELOPMENT PROGRAM:**

The Peer Helper Program engages 300 students every year through 17 different on-campus offices. A key part of being a Peer Helper is having the opportunity to develop your employability skills and experiences, and then translate those experiences into strong interview stories.

**APPLICATION PROCESS**

To apply, please submit an online application form [available HERE](#) by **Monday, January 8, 4 p.m.** Selected candidates will be invited for interviews. If you have any questions, please direct them to [interfaith@ucalgary.ca](mailto:interfaith@ucalgary.ca)