



IPSE Campus Life Peer Helper Position Description

Position Title:	IPSE Campus Life Peer Helper
Department:	Integrated Post-Secondary Education Society of Alberta
Term:	Fall 2022/Winter 2023
Number of Positions:	2
Hours:	1 hour /week
Length of Position:	Ex. September 01, 2022 – April 16, 2023

This is a competitive student leadership volunteer opportunity open to all University of Calgary students.

POSITION DESCRIPTION

Campus Life Peer mentors form impactful relationships with students of diverse abilities. They are crucial helping our students feel welcome and included in university life. This is a highly engaging volunteer position designed for undergraduate students who are passionate about connecting with diverse learners with their campus community. Two volunteers will be instrumental in naturally supporting IPSE students to attend weekly or bi-weekly in their campus life interests. This can range from assisting them to access active living, DINOS events, SU events, club meet-ups, or even non-formal events such as wing night!

The Integrated Post-Secondary Education Society supports adults with developmental disabilities as they experience the world of post-secondary education. We strive for and advocate for an inclusive experience for that is centered on campus engagement, learning and employment opportunities.

TASKS AND RESPONSIBILITIES:

- Plan attendance for 1-2 campus events each week with 3 IPSE students
- Respond to email requests from IPSE students about events that they are interested in
- Communicate with a weekly newsletter with students and their facilitators
- Research campus life happenings and communicate them to the IPSE team
- Assist students to make a transit plan and potentially transit with them if needed following an event
- Other duties as assigned.

BENEFITS:

- Facilitate lasting connections between students and campus opportunities that they are passionate about
- Increase your adaptive communication skills to include all abilities
- Learn how to naturally support a peer as they navigate campus life
- Enrich your own awareness and appreciation of campus life experiences
- Actively build opportunities for inclusion at the University of Calgary
- Credit on the Co-Curricular Record
- Become part of the Peer Helper community throughout offices across campus
- Valuable leadership training opportunities provided to all UCalgary Peer Helpers
- StrengthsQuest Assessment code to identify your “Top 5 Themes of Talent”

COMMITMENT:

The time commitment of this position is on average 1-2 hours per week. This can vary depending on which events you attend. The campus life peer helper support is crucial to allowing IPSE students to attend campus life events that occur in the evenings or on weekends. Your hourly commitments may include:

- 1 hour training with an IPSE facilitator
- 1 weekly campus event with IPSE students
- Monthly team check in
- Major events such as: Ucalgary Strong festival, BSD, Crowchild Classic, Pack the Jack, Trick or Eat

QUALIFICATIONS:

- Excellent interpersonal skills
- Demonstrated professionalism, maturity and good judgment;
- Excellent oral and written communication skills;
- Responsive to emails and text messages
- Strong belief that all students have the right to be included on campus
- Connections and knowledge of campus life at the University of Calgary
- Experience with people with disabilities is considered an asset
- As the Peer Helper Program is meant to enhance the student experience and supplement academic learning, all Peer Helpers must demonstrate their ability to balance their academics with their extracurricular commitments, and must be in good academic standing
- 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; and
- **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.

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. Launched in 2019-2020, the Peer Helper Professional Development (PHPD) Program helps Peer Helpers meet these goals. In 2020-2021, all Peer Helpers program wide will be required to attend two PHPD workshops (in-person or online) and the 2021 UCalgary Student Leadership Conference in February 2021.

APPLICATION PROCESS

To apply, please submit an online Peer Helper application form available on the Peer Helper Program's website by **4:30pm** on September **30, 2022**. If you have any questions, please direct them to php@ucalgary.ca. Candidates selected for interviews will need to be available in August for an interview.