



Residence Ambassador Position 2024-25

The Residence Ambassador program is a volunteer team of returning students who will welcome new students to campus as part of Residence Move-In Weekend and Orientation. We are looking to select and train a team of 30-40 Residence Ambassadors for the 2024-25 academic school year!

Ambassadors foster a welcoming and supportive environment for the residents, and provide encouragement to both the residence students and their families! In addition, Ambassadors help to facilitate events and activities throughout the weekend to enhance the move in experience and build social connections amongst residents.

Common tasks during Move-In Weekend include:

- way finding and directions
- line management
- parking lot assistance
- set up and take down
- providing assistance at the Move-In fair

Common tasks during Orientation events include:

- set up and take down
- line management
- leading or demonstrating activities
- preparing supplies
- engaging with residents, fostering social connections
- introducing entertainment acts
- handing out refreshments

Availability Requirements

All Ambassadors selected for this volunteer program **must** be available for the following dates:

- **Friday, August 30th** Ambassador Training Day, 10am-2pm on campus (lunch provided)
- **Sunday, September 1st** – Move-In Day #1 and Evening Orientation Activities (day and evening shifts)
- **Monday, September 2nd (Labour Day)**- Move-In Day #2 and Evening Orientation Activities (day and evening shifts)
- **Weekend of Friday, January 3rd -Sunday, January 5th, 2025**- January Move-In Orientation activities (date/time TBA)

Ambassadors who will be moving into Residence for the fall semester will be eligible for early move in on **Wednesday, August 28th.**



Volunteer Hours and Shifts

While all Ambassadors are required to be available for the entire Labour Day weekend, you will NOT be scheduled to volunteer more than 8 total hours during any given day. In addition, we will ensure you are given opportunities to eat and take breaks throughout your scheduled shifts. Shifts could start as early as 7:30am in the morning and end after midnight.

Role Expectations

Leadership

- Create a welcoming and inclusive environment for all residence students and their families
- Assist in facilitating residence move in day and orientation activities to help create social connections between students
- Encourage active involvement from all group members, ensuring no one is left out
- Answer questions from students and share tips and experiences gained during your time at UVic

Professionalism

- Be a role model for leadership and active commitment to the program
- Maintain prompt communication with Residence Services staff
- Embody the values of UVic as an Ambassador for Residence Services
- Set an exemplary standard of conduct at all times

Core competencies and skills

- Exercise good judgement
- Strong communication skills
- Ability to work independently and in a team environment
- Passion for the student experience and community building
- Ability to reflect on and communicate the needs/trends of students
- Have an understanding of the systemic challenges and structural barriers students may face in accessing and attending UVic

Qualifications

- Be returning to UVic as an undergraduate or graduate student in Fall 2024
- Have completed a minimum of one term of study at UVic by May 2024 (or is currently enrolled in the summer 2024 term)
- Be in good non-academic and academic standing with UVic and in good standing with Residence Services
- Having lived in UVic Residence in the past will be considered an asset

Benefits of Involvement

1. Build or enhance your co-curricular record (CCR)
2. Access training, professional development and future student leadership opportunities
3. Receive a personalized reference letter (on request)
4. Develop skills in leadership, public speaking, group facilitation and more
5. Be part of a community of dynamic student volunteers and make friends
6. Leave a legacy in the UVic community and shape the student experience for the year ahead



Compensation

- A guaranteed UVic Residence Housing offer for an undergraduate room (traditional dorm room, pod room or cluster room) for the 2024-25 academic year. Standard room and board fees are the responsibility of the student. Applicants must have already officially applied to the Residence portal by **May 15, 2024** in order to be eligible for this benefit.
- A \$90 flex fund guest card to use to supplement meal purchases over the labour day weekend
- A Move-In Weekend T-Shirt

Application Process

- Interested candidates will need to complete an online application form and submit by Thursday, June 20, 2024 at 4:30p.m (PST). **ONLINE APPLICATION FORM**
- After application review, shortlisted applicants will be invited to participate in a virtual group interview. These will be scheduled on a rolling basis between June 14-26.
- We thank all of those students who show interest in this volunteer position, however only those shortlisted will be contacted.

For any questions about the program or the application process, please email resed@uvic.ca.