

Student Team Leader Position Description

Open to: Undergraduate or Graduate Western students. Student team leaders will be selected based on application, carousel performance, and previous volunteer/community service learning and leadership experience.

ROLE

- To work in collaboration with 1 or 2 Staff/Faculty/Graduate Student Team Leaders to guide and facilitate 8-22 participants through the IMPACT Experience.
- Assist with various aspects of the program including facilitating activities in the pre-departure sessions, leading a group of students for IMPACT Serves, preparing the team for your IMPACT Experience, leading structured reflection activities and evaluating the program.

CORE RESPONSIBILITIES

- Work collaboratively and maintain regular communication with trip co-leaders and the Global Experiential Learning Coordinator
- Participate in Team Leader training
- Design and deliver pre-departure team time sessions to prepare student participants for all aspects of the experience (in collaboration with the Global Experiential Learning Coordinator)
- Assist in facilitating IMPACT Experience Pre-Departure Sessions
- Assist in facilitating post-IMPACT Experience workshop
- Coordinate team socials; it is recommended to have two socials.
- Participate in IMPACT Serves as a Team Leader
- Assist in preparation of reflection materials for the IMPACT Experience.
- Facilitation of reflection activities during the IMPACT Experience
- Willingness to be an active participant from application submission to completion of the IMPACT Experience (October 2019 – March/May 2020)
- Commitment to following all safety guidelines as presented by program coordinator, and team leader(s)
- Understand that all IMPACT Experiences are substance free. Participants and team leaders will not consume alcohol or drugs during the experience and/or purchase any of these items to bring back into Canada
- Complete evaluation and summary reports at the conclusion of the program

REMUNERATION

Student Team Leaders will receive an honorarium of \$400 toward the cost of their IMPACT Experience, if your IMPACT Experiences is less than \$400 you will only get up to the cost of your experience.

TIME COMMITMENT

Student Team leaders will be expected to commit a significant amount of time in facilitating this experience for students (before, during and after the experience). Please note that the dates below are tentative and might change – you will be notified of any changes in advance by the Global Experiential Learning Coordinator.

Fall Student Team Leaders

- **Participation in the Interview process** to be scheduled by October 3, 2019
- **Team Leader and Student Team Leader Training** – Sunday October 20, 1:00 – 5:00 pm in UCC 210
- **Required Workshops** - Sunday October 27 from 9:00am 4:00 pm in Chu Centre (IGAB 2N05)
- **Impact Experience Showcase** - Tuesday October 12 from 10:00am – 3:00pm in UCC Atrium

Spring Student Team Leaders

- **Participate in a student team leader carousel** - Saturday, October 19 from 9:30 am - 12:00 pm (Invitations to the carousel will be sent out by Wednesday, October 16) (2.5 hours).
- **Groundwork Meeting** - Thursday, December 5, 2019 (2 hours)
- **Team Leader Training** (9 hours)
 - Introduction and Expectations - Tuesday, October 29, 4:30-6:00pm
 - Team Development and Group Dynamics in an Intercultural Context - Tuesday, November 12, 4:30-6:00pm
 - Facilitating the Reflective Process - Tuesday, November 26, 4:30-6:00pm
 - Leadership in Wellness Training: A strength based approach - Tuesday January 7, 4:30-6:00pm
 - Safety Abroad - Tuesday January 21, 4:30-6:00pm
 - Something's Up! - Tuesday February 4, 4:30-6:00pm
- **Foundations for International Mobility and Engagement (FIME)** - Webinar through Western International – Schedule on your own time (5-6 hours) (Local experiences do NOT need to complete this portion of the training).
- **Two team social** (Team Leader/Student Team Leader organized) (1-3 hours)
- **Participant Pre-Departure Training** – January 19, 2020, 10:00 am - 4:00 pm (6 hours)
- **Pre-trip meeting with the Global Experiential Learning Coordinator** (February 11-15, 2018) (1 hour)
- **IMPACT Serves** - The week of Sunday January 12 – Saturday, January 18 (3-4 hours)
- **IMPACT Experience** - (1 week)
- **IMPACT Experience Re-Entry Workshop** – Sunday March 1, 2020, 1:00-4:00pm (3 hours)

- **IMPACT Experience Showcase** – March 3, 2020 – 10:00 am -3:00 pm (time can be shared amongst team members)
- **Choose ONE of the following sessions – note all sessions will be offered at various times throughout January and February.** Registration will open in January at [Western Connect](#)
 - **Fair Trade Learning** (1.5 hours)
 - **Ethical Story Sharing** (1.5 hours)
 - **Connecting with Community** (1.5 hours)
 - **Gender Norms & Sexual Violence and Critical & Ethical Global Engagement** (2.5 hours)

Summer Student Team Leaders

- **Participate in a student team leader carousel** - Saturday, October 19 from 9:30 am - 12:00 pm (Invitations to the carousel will be sent out by Wednesday, October 16) (2.5 hours).
- **Groundwork Meeting** - Thursday, December 5, 2019 (2 hours)
- **Team Leader Training** (9 hours)
 - Introduction and Expectations - Tuesday, October 29, 4:30-6:00pm
 - Team Development and Group Dynamics in an Intercultural Context - Tuesday, November 12, 4:30-6:00pm
 - Facilitating the Reflective Process - Tuesday, November 26, 4:30-6:00pm
 - Leadership in Wellness Training: A strength based approach - Tuesday January 7, 4:30-6:00pm
 - Safety Abroad - Tuesday January 21, 4:30-6:00pm
 - Something's Up! - Tuesday February 4, 4:30-6:00pm
- **Foundations for International Mobility and Engagement (FIME)** - Webinar through Western International – Schedule on your own time (5-6 hours) (Local experiences do NOT need to complete this portion of the training).
- **Two team social** (Team Leader/Student Team Leader organized) (1-3 hours)
- **IMPACT Serves** - The week of Sunday January 12 – Saturday, January 18 (3-4 hours)
- **Participant Pre-Departure Training** – March 22, 2020, 10:00 am - 4:00 pm (6 hours)
- **Pre-trip meeting with the Global Experiential Learning Coordinator** (April 13-24, 2020) (1 hour)
- **IMPACT Experience** - (1 week, 12 days or 2 weeks depending on the experiences)
- **IMPACT Experience Re-Entry Workshop** – TBD (3 hours)
- **IMPACT Experience Showcase** – September 2020
- **Choose ONE of the following sessions – note all sessions will be offered at various times throughout January and February.** Registration will open in January at [Western Connect](#)
 - **Fair Trade Learning** (1.5 hours)
 - **Ethical Story Sharing** (1.5 hours)
 - **Connecting with Community** (1.5 hours)
 - **Gender Norms & Sexual Violence and Critical & Ethical Global Engagement** (2.5 hours)

QUALIFICATIONS

- Western student
- Previous experience with community engaged learning (ASB, Western Serves, community volunteer positions, etc.)
- Leadership and facilitation skills and experience
- Excellent communication, interpersonal and group processing skills
- Strong problem solving skills and ability to stay positive and flexible
- Ability to be an ambassador for Western University, promoting positive values and leaving a positive impression with all participants

ALL Student Team Leader applications are due online through [Western Connect](#) the following deadlines will apply:

<p>Fall Student Team Leaders</p> <p>Friday September 27, 2019</p> <p><i>Interviews will be scheduled October 3, 2019.</i></p>	<p>Spring and Summer Team Leaders</p> <p>Friday October 11, 2019</p> <p><i>Applicants must be available to participate in a student team leader carousel on Saturday, October 19, 2019 from 9:00 am - 12:00 pm</i></p> <p><i>Invitations to the carousel will be sent out by Wednesday, October 16, 2019.</i></p>
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We encourage you to attend an information session to learn more about the program. Applicants who are not selected for the student team leader role will have the opportunity to complete a find more information about completing an application.