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](#)
  o Fair Trade Learning (1.5 hours)
  o Ethical Story Sharing (1.5 hours)
  o Connecting with Community (1.5 hours)
  o 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)
  o Introduction and Expectations - Tuesday, October 29, 4:30-6:00pm
  o Team Development and Group Dynamics in an Intercultural Context - Tuesday, November 12, 4:30-6:00pm
  o Facilitating the Reflective Process - Tuesday, November 26, 4:30-6:00pm
  o Leadership in Wellness Training: A strength based approach - Tuesday January 7, 4:30-6:00pm
  o Safety Abroad - Tuesday January 21, 4:30-6:00pm
  o 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](#)
  o Fair Trade Learning (1.5 hours)
  o Ethical Story Sharing (1.5 hours)
  o Connecting with Community (1.5 hours)
  o 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:

<table>
<thead>
<tr>
<th>Fall Student Team Leaders</th>
<th>Spring and Summer Team Leaders</th>
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<tbody>
<tr>
<td><strong>Friday September 27, 2019</strong></td>
<td><strong>Friday October 11, 2019</strong></td>
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<td><strong>Interviews will be scheduled October 3, 2019.</strong></td>
<td><strong>Applicants must be available to participate in a student team leader carousel on Saturday, October 19, 2019 from 9:00 am - 12:00 pm</strong></td>
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<td><strong>Invitations to the carousel will be sent out by Wednesday, October 16, 2019.</strong></td>
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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.