**HURON UNIVERSITY COLLEGE COMMUNITY DEVELOPER**

**POSITION TITLE** Community Developer

**DEPARTMENT** Housing & Student Life

**SUPERVISOR’S TITLE**  Residence Managers

**TERM OF POSITION** August 2020-December 2020

**PURPOSE OF POSITION**

The Community Developer assists in the implementation of the Housing & Student Life Program developed by the Residence Managers. Community Developers serve as a peer advisor and support to specific students in the virtual residence groups, including those with a request for specific programming or those living in alternate time zones outside of North America. In collaboration with the Residence Managers and other Student Leaders, the Community Developer represents the Housing & Student Life Department in supporting students within the virtual educational and social environments from a peer perspective. In addition, this role will implement events with the agenda of encouraging connection between students.

**NATURE AND SCOPE**

The Community Developer position requires an individual who is self-motivated, and capable of functioning independently. As an active member of the Housing & Student Life team, he/she possesses strong leadership and communication skills and is willing to commit her/his efforts to the enhancement of the department and the experience of those students you would be supporting. The Community Developer must be flexible and able to balance his/her personal commitments with responsibilities of the position. The Community Developer contract is for a one-term duration with the opportunity for extension based on the needs of the program and Huron.

**GENERAL DUTIES**

* Know and observe the standards, rules and regulations of Huron University College and effectively communicate them to students.
* Regularly maintain connection with students within the assigned virtual residence groups and proactively address concerns raised which may further develop. The Community Developer will work closely with the Residence Managers to understand, address and provide resources to students to resolve concerns.
* Establish and maintain a relationship with each of his/her group members, so as to build positive relationships and create a comfortable avenue of communication.
* Other duties and responsibilities assigned by the Residence Manager for the successful operation of the residence program.

**BUILDING COMMUNITY AND RAISING AWARENESS THROUGH PROGRAMMING**

* Plan and deliver social events for virtual residence students, that meet the specific needs of his/her assigned students.
* Support and collaborate with the Coordinator, Student Engagement on Residence Council efforts when needed.
* Support and encourage resident participation in programs organized by HUCSC.
* Work with students in residence groups to establish a relationship of trust and mutual respect and build a sense of community, while maintaining professionalism at all times.
* Be aware of any behaviour that is incongruent with Huron’s values and may be disrespectful to another person. In collaboration with the Residence Manager, provided education and awareness to others to address such behaviour.
* Remit paperwork associated with programming (i.e. programming pre and post reports, etc.) in a timely fashion and according to the procedure outlined by Residence Managers/Student Engagement Coordinator.

**SAFETY AND SECURITY OF PERSONS AND PROPERTY**

* Contact the Associate Vice President, Students immediately if illegal or life-threatening behaviour is detected.
* Refer to the Residence Manager any issues that are beyond the scope of his/her abilities to address.
* Respect and adhere to the principle of confidentiality.
* Document and follow-up on problems either independently and/or in consultation with the Residence Manager.

**REMUNERATION**

* A stipend of $250 per term for ~17 hours of work

Please forward a letter of interest outlining why you are interested in this position (500 words), a resume, and the name of one academic and/or professional reference to: Sasha Tanner ([huronrez@huron.uwo.ca](mailto:huronrez@huron.uwo.ca)) by Monday August 24th at 11:55pm.

Huron values its place in an interconnected world and desires to reflect this value, acknowledging our responsibility to strive towards a diverse and equitable employment and educational environment that recognizes the inherent worth and dignity of every person. We encourage applications from qualified members of the four designated groups, and persons of any sexual orientation, gender identity, or gender expression.

Should you require accommodation in making an application please contact Justin Henry, Director of Human Resources via email at [jhenry56@huron.uwo.ca](mailto:jhenry56@huron.uwo.ca).