

Innis Community Ambassadors (Volunteer) Description, Minimum Requirements

Minimum Requirements

The Innis College Office of Student Life is now accepting applications for Community Ambassadors for the 2018-19 academic year.

In order to apply, students must meet the following minimum requirements for application. Applicants must be:

- An Innis student and/or Innis resident (going into second year and above). This includes all Innis commuter students in the Faculty of Arts & Science and all Innis residents in Arts & Science, the Faculty of Applied Science and Engineering or Faculty of Architecture.
- Returning as a full-time student in 2018 - 2019
- In good academic and financial standing as of May 31, 2018 (e.g. not on academic probation or in financial arrears)

Please note that the above are only the minimum requirements for applications are evaluated on a qualitative basis according to a large number of factors, particularly the applicant's contributions to the Residence, College or University community in the past year. **These positions are open to both commuter students and residents. There may be more than 1 Ambassador per portfolio (topic area).**

Incomplete and late applications will not be considered.

For more information on Student Life programming at Innis please visit www.innislife.utoronto.ca or email studentlife.innis@utoronto.ca

Role Description

In general, a Community Ambassador is responsible for the planning, development and delivery of all activities within a defined thematic portfolio under the Office of Student Life at Innis College. Additionally the Ambassador is also responsible for providing resources and referrals for supports at Innis College and the University of Toronto to aid in the transition of students that fall under their portfolio.

Community Ambassadors will be supported by the Transition & Support Don, and report to the Assistant Dean, Student Life (ADSL) and will be provided with a budget for the academic year. Community Ambassadors will meet with the ADSL regularly to report on planned activities to ensure that they align with the mission, vision and values of the Office of Student Life and for budgetary approval.

In summary the positional duties include but are not limited to:

- Independently planning *at least* two active skills or leadership based programs per semester in conjunction with the portfolio committee;

- Coordinating *at least* one social opportunity per semester for the community supported under the specific portfolio;
- Promoting further Innis and University of Toronto events relating to the portfolio topic;
- Keeping record of participation;
- Meeting with the ADSL bi-weekly or as needed to ensure planned activities are strategically aligned and are on budget;
- Attending the Spring IN2U: Transition to Leadership Workshop in 2017 and 2018;
- Attending the late- August IN2U: Student Leader Day;
- Attending training sessions in August (dates to be announced);
- Additional duties as required.

The Ambassador role is crucial in the success of Student Life programming at Innis College.

If at any time the Ambassador has any questions or concerns related to their role, they should speak to the Dean of Students and Residence immediately.

Ambassador portfolios are:

EngINNeering

INNternational