



# ON-CAMPUS OPPORTUNITIES

GET EXPERIENCE AT UTM



ACADEMIC

PAID

VOLUNTEER



**UTM**  
CAREER CENTRE



UNIVERSITY OF  
**TORONTO**  
MISSISSAUGA

**Experiential Education Unit**  
Office of the Vice-Principal Academic and Dean

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Academic Integrity Unit  
Accessibility Services  
Blackwood Gallery  
Centre for Student Engagement CCR  
Activities  
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Access this booklet online at  
**[www.utm.utoronto.ca/careers/jobs/campus-opportunities](http://www.utm.utoronto.ca/careers/jobs/campus-opportunities)**.

*Getting some experience while being a student will greatly increase your chances of finding a job after graduation, while helping you decide what career area might be most suitable for you. This booklet highlights some of the ways you can get valuable experience on campus.*

*It is never too early to start looking for ways to get involved. If you need help, contact the UTM Career Centre at **[careers.utm@utoronto.ca](mailto:careers.utm@utoronto.ca)***


The Academic Integrity Unit (AIU) in the Office of the Vice-Principal Academic & Dean handles all allegations of undergraduate academic misconduct at the University of Toronto Mississauga (UTM). It serves as an information resource that strives to promote the values of integrity and educational excellence at UTM. The AIU offers the the AIU Student Ambassador Program, which is a fun and interactive peer-to-peer initiative that educates students about the importance of academic integrity and the process of resolving academic integrity matters at UTM. The AIU Student Ambassadors work to promote academic integrity and excellence across the UTM community and increase awareness of the Academic Integrity Unit's services as well as other relevant resources available to UTM students.

 Volunteer

## Academic Internships

<https://www.utm.utoronto.ca/experience/students/academic-internships>

Academic Internship courses supplement classroom learning with practical experience in a work setting. Offered in many disciplines to upper-year undergraduate students, these internships require 100-200 hours of work in exchange for academic credit. While most placements are unpaid, some paid experiences may be available, depending on the nature of the course.

 Academic

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## Accessibility Services

[www.utm.utoronto.ca/accessability/volunteer-resources](http://www.utm.utoronto.ca/accessability/volunteer-resources)

Accessibility Services provide services and academic accommodations to students who have a documented learning, physical, sensory, or mental health disability. Opportunities include note taker, outreach and support assistant, and peer mentor.


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## Blackwood Gallery

[blackwoodgallery.ca/contact/index.html#opportunities](http://blackwoodgallery.ca/contact/index.html#opportunities)

The Blackwood Gallery is a contemporary art centre on campus. It presents curated exhibitions featuring the work of local, national, and international professional artists. The gallery offers opportunities for students interested in visual arts, cultural studies, art history, and media.

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## Career Centre

[www.utm.utoronto.ca/careers](http://www.utm.utoronto.ca/careers)

UTM Career Centre helps students and recent graduates make career plans, seek work experience, and learn the process of lifelong career management via individual appointments, workshops, programs, events, drop-in services, and resources. Positions include Career Assistant, Marketing and Events Assistant, Research Assistant, and Library Assistant.

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## Centre for Student Engagement

<https://www.utm.utoronto.ca/utm-engage/>

The Centre for Student Engagement is committed to facilitating student learning and development inside and outside of the classroom, on campus and in the local community. Through our programs, services, and resources, we provide opportunities that empower students to shape their own experience and contribute to their community.



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## Co-Curricular Record (CCR) Activities

<https://www.utm.utoronto.ca/utm-engage/co-curricular-record>

The Co-Curricular Record (CCR) is designed to help students find opportunities on campus beyond the classroom and to have their skills and experiences captured on an official document. The CCR program offers hundreds of opportunities to get involved.



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## Community Engaged Learning

<https://www.utm.utoronto.ca/experience/students/community-engaged-learning-cel>

Community Engaged Learning is a method of teaching, learning and reflection that combines academic classroom curriculum with opportunities to meaningfully contribute in the community. Courses are available in different disciplines and experiences may be local or international.



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## Community on Campus

Volunteer: [www.clmiss.ca/get-involved/volunteer](http://www.clmiss.ca/get-involved/volunteer)

Community on Campus is designated to provide an opportunity for young adults who have an intellectual disability to participate in activities on campus, including auditing classes, enhancing literacy skills, exercising, developing computer skills, and socializing with friends.



Volunteer

## Erindale College Special Response Team (ECSpeRT)

[www.ecspert.ca](http://www.ecspert.ca)

A team of student volunteers with advanced Medical First Responder training to provide fast and effective first aid to all students, staff, and visitors to the University of Toronto at Mississauga campus. Members are certified through St. John Ambulance.

 Volunteer

## Experiential Education Unit

<https://www.utm.utoronto.ca/experience/>

The Experiential Education Unit (EEU) at the University of Toronto Mississauga aims to enrich the undergraduate education experience by promoting and nurturing unique opportunities and approaches to learning both within and outside of the classroom. The EEU offers the EEU Student Ambassador Program, a volunteer opportunity for UTM students to share their EL experiences with their peers. EEU Student Ambassadors educate prospective students, parents, faculty, and staff about the EEU, its services, and the benefits of participating in for-credit EL opportunities.

 Volunteer

## Equity, Diversity & Inclusion Office (EDIO)

<https://www.utm.utoronto.ca/edio>

The EDIO advances an intentionally inclusive campus by providing equity, human rights, and inclusion related educational programming, systemic change initiatives, and resources for UTM students, staff, faculty, and librarians. The office also provides support and complaint resolution assistance to campus community members to ensure discrimination- and harassment-free learning, living and working environments. The office hires students in the Fall/Winter and Spring/Summer terms to contribute to equity-related programming, particularly via social media.

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## Field Courses

<https://www.utm.utoronto.ca/experience/students/field-courses>

Field courses take students on a journey of learning outside the classroom. Supported by the Experiential Education Unit, experiences can be outdoor fieldwork, visits to historical sites or cultural events, or interactive tours of industrial sites.

 Academic

## Health & Counselling Centre

<https://www.utm.utoronto.ca/health/health-counselling-centre>

The UTM Health & Counselling Centre provides a range of primary care services to students, including appointments with family physicians, nurses, psychiatry, counsellors, and a dietitian. The HCC also provides a wide variety of health promotion opportunities for students to develop their wellness and resiliency skills, including the Wellness at Home Program, Wellness at UTM Events, the annual Be Well UTM: Resource & Activity Fair, and more.

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 Volunteer

## Hospitality and Retail Services: Food Service

[www.dineoncampus.ca/utm/subnav/job-opportunities](http://www.dineoncampus.ca/utm/subnav/job-opportunities)

The Hospitality and Retail Services Department is committed to providing value to the UTM community through the provision of dining, event planning, retail and more. The department collaborates with Chartwells for the delivery of food and beverage services to thousands of higher education students daily.



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## Independent Research/ Thesis/Study Courses

UTM Academic Calendar:  
[student.utm.utoronto.ca/calendar/calendar.pl](http://student.utm.utoronto.ca/calendar/calendar.pl)

Offered in the majority of programs and disciplines, these courses allow students to conduct an extensive examination of literature in a selected topic or perform laboratory and/or fieldwork in their area of study. In order to qualify for these courses, students must obtain the permission of the department and locate a professor who will agree to supervise them. For further information, consult the course calendar or speak with your academic department.



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## Indigenous Centre

[www.utm.utoronto.ca/indigenous-centre](http://www.utm.utoronto.ca/indigenous-centre)

The Indigenous Centre at the University of Toronto Mississauga works to support Indigenous students, staff, faculty, and librarians at UTM as well as inspire future Indigenous students to a welcoming and inclusive UTM community. The Indigenous Centre works to promote equity and inclusion of Indigenous people among students, staff, faculty, librarians, and throughout the campus. The Indigenous Initiatives Unit hires students annually to assist with advancing the University of Toronto's response to the Truth and Reconciliation Commission of Canada: [Answering the Call: Wecheehetowin](#).



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## International Education Centre

<https://www.utm.utoronto.ca/international/international-education-centre>

The International Education Centre (IEC) provides a range of student involvement opportunities for all students (international & domestic) including volunteer roles, work study, fall/winter and summer casual positions in a variety of areas including international student support, intercultural programs, international experiences, and more! The IEC also strives to meet the diverse needs of international students while ensuring compliance with changing government policy related to immigration and international student support from authorized educational agents.



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## Jackman Scholars-in-Residence

<https://vic.utoronto.ca/academic-programs/scholars-in-residence/>

The Scholars-in-Residence (SiR) program is an intensive, 4-week paid research fellowship in humanities and humanistic social-science research for upper-year undergraduates across all three University of Toronto campuses. SiR provides students with an opportunity to acquire advanced research skills and experience while collaborating with an interdisciplinary and intellectually vibrant community of peers, professors, and research professionals.

Students selected for SiR will work as Research Assistants in small teams on projects led by professors. They also share group activities including multidisciplinary workshops on research methodologies, standards, protocol, and professional communication; cultural events; and talks featuring professionals such as lawyers, policy-makers, and documentary filmmakers that highlight research-intensive career trajectories. Complimentary residence accommodation and a partial dining plan will be provided for Scholars participating in the in-person sessions of the program at the St. George, Mississauga, and Scarborough campuses.



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## Lab Work With Professors

Contact person during office hours or via email.

Students interested in gaining laboratory experience are encouraged to contact their professors to inquire about the professors' current research projects and whether they recruit volunteers.



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## Office of the Registrar

<https://www.utm.utoronto.ca/future-students/volunteer>

Office of the Registrar specialize in understanding university policies and procedures to help students succeed. Students can receive support related to academic planning, fees, financial aid, scholarships, exams, petitions, graduation, and more. They recruit student ambassadors to support them through specialized on-campus events, regular and private campus tours, and unique projects throughout the year.



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## Professional Experience Year (PEY)

<https://www.utm.utoronto.ca/math-cs-stats/students/current-undergraduate-students/experiential-education/professional-experience-year-pey-co>

PEY is Canada's largest undergraduate paid internship program that offers 12- to 16-month full-time work placements students in their third year of study with the expectation that they will return to full-time studies at the University of Toronto. Second-year\* UTM undergraduate students enrolled in an Information Security or Bioinformatics Specialist, or Computer Science Specialist/Major/Minor program offered by the Department of Mathematical & Computational Sciences (MCS), you are eligible to apply.

**\*Please note that the eligibility requirements differ for UTM international students. It is recommended that students review the MCS's PEY webpage for all eligibility requirements.**



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## Robert Gillespie Academic Skills Centre (RGASC)

<https://www.utm.utoronto.ca/asc/job-opportunities>

RGASC offers paid and volunteer experiences. Work-study and program assistants support RGASC operations and programs.

Volunteer facilitators support the Facilitated Study Group (FSG), Game Café, and Head Start programs.



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## Recreation, Athletics & Wellness

[www.utm.utoronto.ca/athletics/about-us/employment](http://www.utm.utoronto.ca/athletics/about-us/employment)

The Department of Recreation, Athletics & Wellness is one of the largest employers of students on campus. We offer many positions across multiple areas including membership services assistants, athletic facility assistants, referees, game managers, communications assistants and photographers, game and event staff, personal trainers, fitness instructors, lifeguards and swim instructors, and Camp UTM Staff. Our staff teams work together to provide programs and activities to help you stay connected, be active, and move your way to wellness.



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## Sexual & Gender Diversity Office

[sgdo.utoronto.ca/students/student-staff-positions](http://sgdo.utoronto.ca/students/student-staff-positions)

The Sexual & Gender Diversity Office (SGDO) at the University of Toronto builds supportive learning and working communities by providing innovative education, programming, resources and advocacy on sexual and gender diversity for students, staff, faculty and librarians across the three campuses. Paid and volunteer opportunities are available all year round.



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## Student Housing & Residence Life

[www.utm.utoronto.ca/housing/residence-life/get-involved-opportunities-hiring](http://www.utm.utoronto.ca/housing/residence-life/get-involved-opportunities-hiring)

Student Housing & Residence Life host various events and programs designed to foster greater connections among students living in residence. Their student staff create community by engaging residents with various programming initiatives and through building relationships.



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## Student Organizations

[www.utm.utoronto.ca/utm-engage/student-organizations](http://www.utm.utoronto.ca/utm-engage/student-organizations)

UTM's recognized student groups and societies represent the interests of fellow students. Join as a general member, executive member, or start your own group.

Academic societies are student-led organizations with a specific academic focus. Almost every academic department at UTM has a representing academic society that unites and enriches student life and allows students to participate in accomplishing their academic objectives.



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## Master of Science and Sustainability Management

<https://www.utm.utoronto.ca/mscsm/sustainability-corner/sustainability-ambassador-program>

The Master of Science and Sustainability management program offers both paid and volunteer positions through the Sustainability Ambassadors Program (in partnership with the UTM Sustainability Office). This experiential learning program offers students the opportunity to connect with the campus and community in supporting various sustainability engagement programs, events, and initiatives including Sustainability Week, youth climate camps, the Sustainability Transdisciplinary Theory, Practice, and Action Conference, and more! Everyone has a part to play in sustainability.



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## Sustainability Office

<https://www.utm.utoronto.ca/green/resources>

The Sustainability Office promotes and maintains a broad range of sustainability initiatives through the engagement of the UTM community, and undertakes strategic planning to integrate sustainability throughout the university. The Office runs several programs designed to make UTM more environmentally-friendly, focusing on energy use, waste and recycling, water use and transportation.



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## The Blind Duck

<https://utmsu.ca/service/the-blind-duck-pub/>

The student run pub The Blind Duck serves food, drinks, and hosts a number of different events organized by student clubs and academic societies. Students interested in hospitality services can check out the available opportunities.



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## UTM Campus Council

[www.utm.utoronto.ca/governance](http://www.utm.utoronto.ca/governance)

UTM Campus Council is a governance body established by and reporting to the Governing Council. It comprises representatives of the five estates - administrative staff, alumni, government appointees, students and teaching staff - with both governor and non-governor members. The UTM Campus Council exercises governance oversight of campus specific matters, as well as any matters assigned to it by the Governing Council.



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## UTM Library

[utm.library.utoronto.ca](http://utm.library.utoronto.ca)

The Library connects the campus community with world-class information resources and the services and technology needed to use them effectively. Our Student Library Assistants play an integral role on the Information and Loans team, assisting patrons with accessing library materials and resolving issues related to library equipment and technology.

Our volunteer Ambassadors promote the Library at on-campus events, plan de-stress events, and create educational opportunities to deepen the student experience.



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## U of T Bookstore

[uoftbookstore.com](http://uoftbookstore.com)

The U of T Bookstore has everything students need to succeed at university, including textbooks for purchase or rent, school supplies, tech gear, spirit wear, and gifts. Those interested in retail will find some exciting job opportunities.



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## UTM Food Centre

<https://utmsu.ca/service/food-centre/>

The Food Centre's main service is providing access to food assistance to all UTM students who are food insecure. They provide canned food as well as produce/fresh food to their members. Various volunteer opportunities are available.



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## UTMSU

<https://utmsu.ca/opportunities/>

The UTM Students' Union are the central representative of students for the Mississauga campus. They endeavor to improve students' educational experience, provide cost-saving services, programs and events, and defend the individual rights of students.



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## Professional Experience Certificates

<https://www.utm.utoronto.ca/experience/>

Select academic units on campus offer Professional Experience Certificates, which provide students with paid work experiences and in-depth learning in professional practice course learning. Successful completion of these Professional Experience Certificates appear as notations on transcripts. For information on which departments offer these initiatives, please contact the Experiential Education Unit.



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## Work Study Program

<https://www.utm.utoronto.ca/careers/work-study-students>

The Work Study Program provides students with the opportunity to develop their knowledge, skills and experience through paid work on campus. Most academic and non-academic departments participate in the program, offering various summer and fall/winter opportunities. Domestic and international undergraduate and graduate degree students with a minimum of 40% course load may apply.



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