



**Position: Peer Academic Leader (PAL)\***

**Department: UTM Student Housing & Residence Life**

**Reports to: Assistant Director, Residence Life or their designate(s)**

### **Nature and Scope**

The position of Peer Academic Leader requires an individual who is self-motivated, capable of functioning independently and within a group, possesses strong leadership skills, and is willing to commit their efforts to the enhancement of the department of Student Housing & Residence Life.

Under the supervision of the Residence Education & Transition Coordinator, a Peer Academic Leader is expected to demonstrate a commitment to residence life by working to create a sense of community that motivates academic and personal success and supports intercultural inclusion.

### **Duties and Responsibilities**

PALs are expected to assume responsibility for their assigned student community and the general undergraduate residence community; to work toward the goal of developing a community of peers supportive of one another, with a focus on academic support; and to promptly report and follow-up on all issues related to their students, whether these be related to school or otherwise. PALs are expected to live in the unit assigned to them and be reasonably accessible to their group of first-year undergraduate students, assigned by program of study. PALs will work to develop personal relationships with residents to ensure good communication, to prevent isolation, and to foster a cohesive, inclusive community. PALs will act as positive role models for students and develop quality working relationships with their colleagues and Student Housing & Residence Life (SHRL) staff. PALs will be required to complete duties as they are assigned.

All Residence Student Staff are required to attend the two-week Residence Student Staff Training Institute that occurs in the month of August. In addition, staff are required to attend all events and trainings that occur during the academic year. Details and dates will be given upon hiring.

### **Minimum Qualifications Required**

Applicants must be a full-time student and maintain a minimum Cumulative Grade Point Average (CGPA) of 2.7 while employed. PALs whose CGPA drops below 2.7 will be on probation for the duration of their contract, or until their CGPA meets this requirement. Residence Student Staff below the CGPA requirement will also be required to participate in the Residence Student Staff Academic Support Initiative.

Understanding of the Student Housing & Residence Life operation and familiarity with campus resources and services is an asset.

All staff must complete a Vulnerable Sector Screening through their local Police Department prior to the start of their contract.

**The incumbent must be available for the Residence Student Staff Training Institute and Residence Orientation (mid-August through mid-September).**



### **Contract Period**

#### Fall Term:

Commencing at the beginning of the Residence Student Staff Training Institute, August 23, 2020 and concluding December 2021.

#### Spring Term:

Commencing at the opening of residences, January 2021, and concluding 72 hours after the last checkout in April 2021.

**\*\*Exact dates dependent on the academic calendar, which will be set by the Office of the Registrar**

### **Hours and Remuneration**

The hours expected of PALs vary according to challenges that may arise. In addition to one-on-ones with students, regular residence programming, co-curricular events and staff meetings, PALs are expected to be reasonably available to their community. In return, PALs will receive their residence room as a taxable benefit, and a \$600 stipend contingent upon the successful fulfillment of the Student Staff Performance Standards.

Please visit the [Student Housing & Residence Life website](#) for more details!

\*Role title is subject to change