Position: Living-Learning Community PAL (LLC PAL)

Department: UTM Student Housing & Residence Life

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

Nature and Scope
The position of LLC PAL requires an individual who is self-motivated, capable of functioning independently or within a group, possesses strong leadership skills, and is willing to commit his/her efforts to the enhancement of the department of Student Housing & Residence Life.

Under the supervision of the Residence Education Coordinator, the LLC PAL is expected to demonstrate a commitment to residence life by working to create a strong sense of community that motivates academic and personal success and contributes to individual growth and diversification.

Duties and Responsibilities
The LLC PAL is expected to assume responsibility for their assigned student community and the general undergraduate residence student community; to work toward the goal of developing a community of peers supportive of transitioning through and being involved in university; and to promptly report and follow-up on all issues related to their students, whether these be related to school or otherwise. The LLC PAL is expected to live in the unit assigned to them and be reasonably accessible to their group of ~30 first-year undergraduate students residing in an LLC. The LLC PAL has to work to develop personal relationships with residents to ensure good communication, to prevent alienation, and to foster a cohesive community. The LLC PAL will act as a positive role model for students and for other staff members, and develop quality-working relationships with their colleagues and Student Housing & Residence Life (SHRL) staff. The LLC PAL will be responsible for connecting with the professors of the course(s) connected to the program to potentially collaborate with them or to better understand the professor’s expectations for being involved. The LLC PAL will assist in the planning, coordination, and facilitation of events, workshops, and AMUs specific to their LLC. The LLC PAL will be required to fill duties as they are assigned.

Minimum Qualifications
Required Must be a full-time student and maintain a minimum Cumulative Grade Point Average (CGPA) of 2.7 while employed. If CGPA drops below a 3.0 during the contract, the LLC PAL will be on probation for the duration of their contract, or until their CGPA meets this requirement.

- Additionally, the following courses are a requirement for the LLC PAL positions:
  - Life Science LLC PAL must have completed BIO152 and BIO153
  - Bio LLC PAL must have completed BIO210
  - Foundations LLC PAL must have completed a UTM ONE course, UTM118 preferred
  - New for 2019: Computer Science LLC PAL must have completed CSC108 and CSC148
  - New for 2019: Communication, Culture, Information & Technology LLC PAL must have completed CCT109 and CCT110
  - New for 2019: Environmental LLC PAL must have completed ENV100

The incumbent must be available for the Residence Life Training Institute and Residence Orientation (mid August through mid September)

Contract Period
Fall Term:
Commencing at the beginning of the Residence Life Training Institute, August 21, 2020 and concluding December 2020.

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 the LLC PAL vary according to challenges that may arise. In addition to one-on-ones with students, AMUs, workshops, events, and staff meetings, PALs are expected to be reasonably available to their community. In return, the LLC PAL will receive their residence room at no cost, and a $600 stipend at the end of the year contingent upon the successful fulfillment of the Student Staff Performance Standards.

Interested and qualified candidates will be able to submit applications between November 21, 2019 and January 10, 2020. Please watch the Student Housing & Residence Life website for more details!