



Brock Society of Off-Campus Students (SOCS) is a community of students living off-campus, either at home, commuting or in rental accommodation. Brock SOCS helps off-campus students to bridge the gap between school and home by offering events and programming, group mentorship, Niagara community involvement opportunities, friendship-building, on-campus engagement, as well as opportunities to build leadership skills.

Off-Campus students will sign up for Brock SOCS to be connected to our team of mentors, along with on and off-campus engagement opportunities, specially planned for off-campus students.

<b>Job Title:</b>	<b>SOCS Peer Mentor</b>
<b># of Positions:</b>	6
<b>Duration:</b>	September 1 to November 11, 2024 (plus asynchronous training prior)
<b>Remuneration:</b>	\$16.55 / hour on a 32-hour total contract
<b>Hours of Work:</b>	Asynchronous training modules to be completed by September 1, 2024. (7 hours) Mandatory in-person training on Sunday, September 1, 2024. (7 hours) 18 hours between September 9 – November 11 (approximately 2 hours/week) <b><i>Flexible hours, including evenings and weekends will be required.</i></b>
<b>Eligibility:</b>	Must be a current undergraduate Brock student with a minimum overall average of 65% and legally able to work in Canada

**Position Summary**

SOCS Mentors will work with the SOCS assistant and mentor team to support off-campus students through the first weeks of the fall semester. Mentors will work to be helpful and encouraging as students transition to life at Brock. SOCS Mentors will expand students’ knowledge of on-campus resources and services; build students’ confidence and comfort; foster opportunities for friendship-building; provide personal and social support; and be positive role models. SOCS Mentors will facilitate pre-event meet-ups, drop in hours and events to engage students. SOCS mentors are also expected to participate in and moderate the SOCS Discord channel. SOCS Mentors will complete a training program in advance and will provide support to incoming students throughout their first weeks as a Brock Badger. If you’re a leader at Brock and want to help other students get connected as they transition to their Brock experience, this position is for you!

**Duties and Responsibilities**

**1. To support students leading up to and in their first six weeks**

- a) Connect virtually with incoming students on an ongoing basis.
- b) Moderate the SOCS Discord/ online community
- c) Create a sense of community between students living off-campus by facilitating engagement and connection building between incoming students.
- d) Provide personalized support to students based on their unique needs and interests.
- e) Track key measures associated with the SOCS Community program, including student participation, and student communications.
- f) Be available to students for the duration of their first 9 weeks, including being present at some peer-to-peer drop-ins, and online (via chats such as Discord).
- g) Attend some Brock SOCS off-campus events
- h) Connect students with support services and resources on-campus and in Niagara to make their transition to university life, in a virtual context, easier.

## **2. To build community**

- a) Build students' confidence and comfort as an incoming student and foster opportunities for friendship building between incoming students.
- b) Find ways for students to get involved in their local community and encourage attendance at these events
- c) Provide personal and social support based on individual student's needs.
- d) Market and promote events and programming effectively to SOCS Students.
- e) Mentor, encourage, and support students as they navigate their experience as an incoming student

## **3. To maintain open communication with students and all partners**

- a) Establish, develop, and maintain an open relationship with students in SOCS
- b) Be available to students on a regular basis (including but not limited to being present at assigned peer-to-peer drop-ins).
- c) Communicate positively and directly with all parties involved with SOCS, including ongoing communication with the SOCS Assistant.
- d) Develop strong, positive connections with all University staff and community partners acting as resources or supports to SOCS.

## **4. To role model positive behavior**

- a) Know and observe University rules and regulations and encourage students to do the same.
- b) Demonstrate academic efforts, involvement, and leadership as a priority.
- c) Respect the dignity and diversity of each student and encourage the same from others.
- d) Create an inclusive atmosphere and promote a sense of belonging.
- e) Maintain a standard of respect during online events and programming.

## **5. Other duties as assigned**

### **Required Skills & Qualifications**

- Strong leadership abilities
- Experience with student engagement, peer support, and building community
- Extensive knowledge of Brock University's services and resources
- Demonstrated competency with online platforms utilized for communications and programming, including Microsoft Office and ExperienceBU
- Exceptional communication and interpersonal skills in a virtual context
- Positive and enthusiastic attitude
- Ability to work independently and as part of a team
- Creative-thinking and problem-solving
- Experience with Discord and online communities is an asset
- Familiarity with the Niagara Region is an asset

### **Learning Outcomes**

This position is designed to provide experience and skills development; by the end of their position, student staff will be expected to know, understand, and demonstrate the following learning outcome domains:

- Project Management: gain experience leading projects and delivering quality initiatives in suitable timeframes.

- Communication: enhance communication skills and the ability to relate with others.
- Teamwork & Collaboration: gain experience working as part of a team.
- Leadership: gain a sense of self-awareness and demonstrate an understanding of their leadership ability.

### Additional Benefits

- Training, skills development and knowledge-building in the areas such as project management, customer service, communication and leadership.
- Make new friends with likeminded leaders at Brock.
- A chance to work on special projects that enhance the potential of the Brock community.
- Helping incoming students to have a smooth transition into university life.

Brock University is actively committed to diversity and the principles of Employment Equity and invites applications from all qualified candidates. Women, Aboriginal peoples including those who identify as members of First Nations, Inuit and Métis Peoples, members of visible minorities and racialized groups, people with disabilities, and lesbian, gay, bisexual, transgender, and queer (LGBTQ) persons are encouraged to apply.

We will accommodate the needs of the applicants and the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act (AODA) throughout all stages of the selection process, as outlined in the [Employee Accommodation Policy \(PDF\)](#).

Please advise [ascholtens@brocku.ca](mailto:ascholtens@brocku.ca) to ensure your accessibility needs are accommodated through the hiring process. Information received relating to accommodation measures will be addressed confidentially.

*We appreciate all applications received; however, only candidates selected for an interview will be contacted.*