



MoveU

Community Engagement Assistant



POSITION TITLE: MoveU Community Engagement Assistant

NUMBER OF OPPORTUNITIES: 1

DEPARTMENT: Faculty of Kinesiology & Physical Education

PAY RATE: \$14.00/hour

HOURS: 10-12 hours per week from August 2019 to February 2020

Overview of MoveU:

MoveU is a tri-campus initiative launched in 2012, which aims to promote physical activity as a wellness strategy. A central message of the campaign is making physical activity accessible, and that being active doesn't mean taking a break from your real work. Rather, being active is you at your most productive. Students are encouraged to engage in physical activity as a stress reliever, a brain booster, and a social opportunity to improve their quality of life. Many of the initiatives and events are centered on this idea.

Under the direction of the Assistant Manager, Physical Activity the MoveU Community Engagement Assistant will be responsible for:

- Initiating and responding to correspondence with faculty, staff, and students on the St. George Campus to organize community engagement experience opportunities
- Assisting with scheduling and preparing placement students for their assigned tasks
- Receives and provides detailed information and explanations to placement students regarding their community engagement experience
- Assist the Evaluation and Metrics Coordinator in developing and completing evaluation tools for placement students
- Attend MoveU bi-weekly meetings (schedule permitting)
- Represents MoveU as requested at campus events and activities

Qualifications:

- Must be a University of Toronto St. George student enrolled for 2019/2020 school year in good academic standing
- Qualify for the Work Study Program
- Previous peer leadership or volunteer management
- Interest in promoting student health and wellbeing
- Excellent oral and written communication skills
- Strong communication and interpersonal skills
- Self-motivated with ability to take creative initiative
- Strong organizational and promotions skills
- Proficient computer skills (i.e. Word, Access, Excel, internet)
- Ability to define instructional goals and outcomes

Co-curricular Record Competencies developed:

- Health Promotion
- Communication (written and oral)
- Goal - setting and prioritization
- Project management
- Leadership
- Professionalism
- Reflective Thinking

Incumbents MUST be available for mandatory training late August 2019.

Please apply with resume, cover letter, and CCR by April 7 2019 to:

Rachel Tennant

Assistant Manager, Physical Activity

Faculty of Kinesiology and Physical Education | University of Toronto

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