



Graduate Peer Support Centre Volunteer

OVERVIEW

This position is pending approval at the next SGPS General Meeting.

KEY RESPONSIBILITIES

- Provide drop-in and call-in one-on-one support to SGPS members
- Responsible for one 2-hour shift per week
- attend all training sessions deemed necessary
- providing confidential support to students by informing them of pertinent rules, regulations and guidelines of the services provided by the Graduate Peer Support Centre;
- attend shifts assigned to them. In the event that they are unable to attend a shift, a volunteer must attempt to ensure that the shift is covered;
- complete volunteer projects as assigned by Graduate Peer Support Centre Staff and the VP Graduate;
- maintain high level of expertise in the Centre's services;
- have clear knowledge of on and off-campus services;
- De-brief with volunteers as needed after shifts and ensure that emergency procedures are followed

QUALIFICATIONS

- Must be a currently registered SGPS member
- No previous experience required as staff will be trained

RENUMERATION

This is a volunteer position without remuneration with an expected work load of 2 – 5 a week

TO APPLY

To apply for this position, please submit a resume and cover letter (with student number) to the attention of Leo Erlikhman, VP Graduate to apply@sgps.ca. Please specify that you are applying for the Graduate Peer Support Centre Volunteer position in your subject line.

Applications are due on April 1st 2019 at 5 pm. For more information, visit www.sgps.ca.

your **SGPS**