



INTERNATIONAL COMMISSIONER

OVERVIEW

The International Commissioner is responsible for advocating for, and organizing events related to, the support of graduate and professional international students. The Commissioner works closely with the Queen's University International Centre (QUIC) and university committees relating to international students.

The International Commissioner reports to the SGPS VP (Community). The term of employment begins on April 1, 2020 and ends April 30, 2021. The Commissioner has a salary of \$500 per month (\$6000 for the full term, plus \$500 for the month of April 2020 in recognition of transition work). Preference will be given to applicants who are going to be in Kingston for the summer.

KEY RESPONSIBILITIES

- Create a detailed summer/fall/winter plan with the VP (Community) by the end of May
- Attend relevant committees at the direction and discretion of the SGPS Executive
- Chair the SGPS International Students' Affairs Standing Committee
- Work closely with the Queen's University International Centre (QUIC)
- Advocate to the appropriate bodies for issues experienced by international students
- Advise the SGPS Executive and SGPS Council on issues affecting international students
- Attend and report to all meetings of SGPS Council
- Attend all scheduled Commissioner meetings
- Implement the decisions and vision of the SGPS as an organization

QUALIFICATIONS

- Must be a currently registered SGPS member
- Interest and familiarity with International student issues and advocacy
- Ability to work as the leader of a team
- Confident and creative self-starter who can effectively multi-task
- Good organizational and time management skills
- Experience with representation, networking, and communication is an asset
- Problem solver with a strong attention to detail
- Excellent communication skills, both written and verbal

RENUMERATION

\$500 per month (\$6000 for the full term, plus \$500 for the month of April 2020 in recognition of transition work)

TO APPLY

To apply for this position, please submit a resume and cover letter (with student number) to the attention of the VP Community, Anthony Lomax, to apply@sgps.ca. Please specify that you are applying for the International Commissioner position in your subject line.

Applications are due on Monday March 16th at 11:59 pm. For more information, visit www.sgps.ca.

your **SGPS**