

**Alternative Spring Break
Student Team Leader
Position Description**



Open to: Undergraduate or Graduate Western students. Student team leaders will be selected based on application, carousel performance, and previous volunteer/community service learning and leadership experience.

ROLE

- To work in collaboration with 1 or 2 Staff/Faculty Team Leaders to guide and facilitate 8-40 participants through the Alternative Spring Break experience.
- Assist with various aspects of the program including facilitating activities in the pre-departure sessions, leading a group of students for ASB Serves, preparing the team for the ASB experience during Reading Week or May, leading structured reflection activities and evaluating the program.

CORE RESPONSIBILITIES

- Work collaboratively and maintain regular communication with trip co-leaders and the Global Experiential Learning Coordinator
- Participate in Team Leader training
- Design and deliver pre-departure team time sessions to prepare student participants for all aspects of the experience (in collaboration with the Global Experiential Learning Coordinator)
- Assist in facilitating ASB Pre-Departure Sessions
- Assist in facilitating post-ASB workshop
- Coordinate team socials; it is recommended to have three socials - one before the December break, one in January and one before departure
- Participate in ASB Serves as a Team Leader
- Assist in preparation of reflection materials for the ASB experience
- Facilitation of reflection activities during the ASB experience
- Willingness to be an active participant from application submission to completion of the ASB experience (October 2017 – March/May 2018)
- Participants must visit their family doctor or a travel clinic to ensure that their immunizations are up to date, and that there are no health concerns for travel
- Commitment to following all safety guidelines as presented by program coordinator, and team leader(s)
- Understand that all ASB experiences are substance free. Participants and team leaders will not consume alcohol or drugs during the experience and/or purchase any of these items to bring back into Canada
- Complete evaluation and summary reports at the conclusion of the program

REMUNERATION

Student Team Leaders will receive an honorarium of \$200 toward the cost of their ASB experience.

TIME COMMITMENT

Student Team leaders will be expected to commit a significant amount of time in facilitating this experience for students (before, during and after Reading Week or the May experience). Please note that the dates below are tentative and might change – you will be notified of any changes in advance by the ASB Program Coordinator.

- Participation in the Student Team Leader Carousel (Sunday, October 15, 2017) (2 hours)
- Team Leader Meeting (October 23 – 27, 2017) (1 hour)
- Logistical Meeting (November 14, 2017) (2 hours)
- Team Leader Training (Saturday, November 25, 2017) (7 hours)
- Pre-Departure Workshop #1 (Sunday, November 26, 2017) (4 hours)
- Trip team social (Team Leader organized) (December 2017)
- ASB Serves (Saturday, January 20, 2018) (3-4 hours)
- Team Leader Training (Sunday, January 21, 2018) (4 hours)
- Pre-Departure Workshop #2 (Sunday January 21, 2018) (4 hours)
- Trip team social (Team Leader organized) (January 2018)
- Pre-trip meeting with ASB Program Coordinator (February 5-16, 2018) (1 hour)
- Trip team social (Team Leader organized) (February 2018)
- ASB experience (February 17-24, 2018)
- Post-trip workshop (Sunday, March 4, 2018) (3 hours)
- ASB Showcase (Wednesday, March 21, 2018)

QUALIFICATIONS

- Western student
- Previous experience with community engaged learning (ASB, Western Serves, community volunteer positions, etc.)
- Leadership and facilitation skills and experience
- Excellent communication, interpersonal and group processing skills
- Strong problem solving skills and ability to stay positive and flexible
- Ability to be an ambassador for Western University, promoting positive values and leaving a positive impression with all participants

*All Student Team Leader applications are due online through CareerCentral by **Monday, October 9, 2017**. We encourage you to attend an information session to learn more about the program. Applicants who are not selected for the student team leader role will have the opportunity to complete a find more information about completing an application.*