



Position Title: Orientation Ambassador
Position Type: Student Volunteer
Volunteer Term: May - September 2022 (various dates)
Direct Supervisor: Student Transition & Engagement Coordinator

STUDENT LIFE

The [Student Life](#) department creates and supports opportunities to build skills and foster community among students. Student Life supports the following programs: [Orientation](#), [Lead](#), [myCampusLife](#) as well as student clubs and associations. We are committed to prioritizing equity, diversity, and inclusion. We welcome everyone and show consideration and respect for all experiences and ideas.

The [Student Orientation](#) program is an institution-wide initiative that is coordinated by the Student Life department and made possible through collaboration with UFV staff, faculty and students. Our goal is to ensure that all UFV students feel welcome and connected to the UFV community as well as become familiar with information and resources that will support their personal, professional and academic growth at UFV. We strive to ensure a positive and inclusive orientation experience for all participants and contributors.

BENEFITS OF VOLUNTEERING AT STUDENT LIFE

- Make a difference in the lives of new UFV students while giving back to the UFV community
- Access networking opportunities
- Gain experience in project management
- Receive mentorship in the areas of public speaking, event organization and workshop development
- Interact with a diverse and talented team of students and staff
- Develop and enhance communication and interpersonal skills
- Receive a letter of recommendation upon successful completion (upon request)
- A super cool Tshirt 😊

VOLUNTEER ROLES

There are several different Orientation Ambassador roles available to help welcome new students to our UFV community. Please read each description below to find out more. You are encouraged and welcome to apply and volunteer for multiple roles. If you are unsure of which role is the right fit for you at the time of your application – not to worry! You can decide once you find out more information and complete the required training.

How to University Student Panelist

Dates: Training – TBD | Panel held in September 2022
Time commitment: 2 hours panel, plus training
Location: In person/Virtual

The “How to University Student Panel” is an opportunity for you to share your experience as a UFV student and to answer questions from incoming students. Your responsibility in this role includes being respectful of the incoming student experience, speaking with the understanding that you are



representing UFV and its students, and engaging students in a meaningful and personalized way. You will be part of a panel of current students who all have the chance to share their experiences.

Online Community Builder

Dates: Training – TBD | Position runs July – September 2022

Time commitment: Approx. 2 hours/week, plus training

Location: Online – Facebook and Instagram

The Incoming Class Facebook group is an opportunity for incoming students to connect with each other and current UFV students. Your role in this group will be to engage with the community, answer students' questions, flag challenges or inappropriate behaviour, and ensure the experience within this group is positive and intentional for students. You will ensure that students are answered in a prompt manner, respectfully, and that you act and respond in a way that aligns with UFV's values.

Orientation day and Invocation

Dates: Training – TBD | September 6, 2022

Time commitment: Up to 4 hours, plus training

Location: On-campus and/or virtual (Abbotsford, Chilliwack)

UFV's Orientation day is an opportunity for new students to connect with our campus community and the various services available. This day will include an Invocation ceremony as well as other activities in collaboration with UFV faculties and departments.

Ask Me Station Host

Dates: Training – TBD | September 2022

Time Commitment: min. 3 hours (self-sign up), plus training

Location: On-campus (Abbotsford and/or Chilliwack)

Ask Me Stations are booths set up throughout the campus that allow students to stop and ask questions. These stations will receive inquiries, such as where a classroom is, who to see about a particular concern or inquiry, and so much more. We will provide you with common questions that can be expected from incoming students. You may also have to use your critical thinking skills to assist students in real time. Your commitment to UFV and your understanding of UFV's services is important in this role. Ample training will be provided.

Campus Tour Guide

Dates: Training – TBD | Position runs August – September 2022

Time Commitment: 5 hours (3x tours), plus training

Location: On-campus (Abbotsford and/or Chilliwack)

Tour Guides will offer incoming students a comprehensive and exciting wayfinding experience. These tours will consist of showing students around campus, allowing folks to ask questions, creating opportunities for engagement, such as facilitating icebreakers upon waiting for the group to assemble,



and ensuring that appropriate language is used. Scripts are available for this role and students will be asked to use these scripts (while adding your own personality to it).

RECOMMENDED SKILLS & EXPERIENCE

- Must have completed at least 8 semesters at UFV by the start of the term
- History of campus and/or community involvement
- Knowledge of UFV services & involvement opportunities
- Ability to work independently and as a team
- Responsible, reliable and able to manage own schedule and commitments
- Friendly and approachable
- Strong presentation, engagement, and facilitation skills
- Knowledge of social media platforms (for online community building)
- Strong interpersonal and communication skills
- Willingness to engage in self-reflection and to receive feedback for job performance & professional development
- Comfortable working with diverse students and a commitment to diversity and inclusion

Your health and safety remains our number one priority, and all job duties will comply with UFV's campus access procedures and current government Health and Safety guidelines. We invite all students to apply for this position, inclusive of gender identity or expression, sexual orientation and/or cultural background.

To apply for this position, visit [Student Life Work and Volunteer Opportunities](#).

Please note you will need to upload a resume as part of your application

APPLICATION DEADLINE: MARCH 30, 2022