



TWU Richmond – Student Leader Job Description

TWU Richmond is growing rapidly and as part of this exciting growth we want to engage with our students more. This year we are offering multiple Student Leader positions to help us with that goal. A limited number of Student Leader Coordinator roles will also be offered to qualified students interested in a more comprehensive experience.

Purpose & Prior Experience

The Student Leader positions are intentionally designed learning experiences offered to select TWU Richmond students to help you develop your leadership skills while assisting Student Life to enhance our student community. Prior experience is not required, only an openness to try new things and desire to strengthen your servant leadership skills. Any relevant experience and background should be clearly included in your application.

What You Can Expect

The Student Leader role will involve new experiences, such as public speaking, leading clubs, promoting events, and meeting other TWU leadership and student leaders. As a student leader you will be expected to attend team meetings as well as some off-site meetings (Langley campus, community events, invited to staff homes, and possibly others). You will be expected to be dependable, self-motivated and passionate about helping build a stronger sense of community at TWU Richmond.

As a Christian university, our Student Leader positions will naturally include times when you will be part of some common Christian traditions like worship, service, teaching & reflection, etc. Although we don't require our Richmond students to be Christians to fulfil this role, you will be expected to support our Student Code of Conduct (<https://www.twu.ca/student-handbook/university-policies/student-code-conduct>) and participate in these events with an open mind. It is our hope that during your time as a Student Leader you will also benefit from a more hands-on experience and understanding of Christian community.

Expectation

An integral part of the Student Leader role will be your attendance and participation in the various meetings and events. All gatherings will be for an intentional and specific purpose designed to enhance your Student Leader experience, and as such considered mandatory (unless otherwise stated). It is important that you acknowledge and agree to this expectation before you assume this role.

In order to be selected in this role you **MUST*** be available to fully attend the meetings & events during FA21 & SP22 as listed below (items in **bold** are mandatory and required as a condition to being made an offer):

1. **New Student Leader Orientation & Training**, June – Aug 2021 (exact dates TBC)
2. **FA21 Student Leader Orientation Week (SLOW)**, Aug 29 – Sept 2, 2021, location (TBC)
3. **FA21 Orientation Day**, Sept 7, 2021 (TBC), TWU Rmd
4. FA21 Graduation Ceremony, Nov 6, 2021, location (TBC)
5. Habitat for Humanity Missions trip, Dec 2021 (TBC) – optional
6. Leadership intensive programs, (exact dates TBC) - optional
7. **SP22 Student Life Student Leaders' Winter Retreat**, Jan 2022, location (TBC)
8. **SP22 Orientation Day**, Jan 2022 (TBC), TWU Rmd
9. SP22 Spring Commencement Ceremony, date & location (TBC)
10. **Club Group meetings**, date & time (TBC), TWU Rmd
11. **Weekly Chapel**, date & time (TBC), TWU Rmd
12. **Weekly or bi-weekly team meetings**, date & time (TBC), TWU Rmd
13. Minimum 2-3 student events during each semester (TWU Langley & Rmd)

** Failure to comply with attendance of these events/meetings may result in forfeit of stipend. Exceptions can be made for unforeseen circumstances such as illness. However, personal travel plans will be expected to be made around these dates.*



TWU Richmond – Student Leader Application (Fall 2021 & Spring 2022)

TWU Richmond Student Life is excited to offer Student Leader roles for Fall 2021 thru Spring 2022 academic year. **Please fill out the following application form to be considered for one of the positions.** Richmond Student Life will review all applications and will select students to serve in these roles starting Aug.29, 2021 thru ~Apr.30, 2022 (including training from June 2021). **Deadline for application is May 14, 2021 at 4 PM.**

Name: _____ Student #: _____

Program: [] TLC/PGS [] BA [] MA [] MBA Expected Graduation: [] Fall [] Spring Year: _____

Phone #: _____ Personal Email: _____ Mytwu Email: _____

WeChat: _____ Instagram: _____

A. Leadership Profile:

List any previous leadership experience (where? when?) and/or any leadership traits that you feel you possess:

Are you a Christian? Please describe your present relationship with Jesus Christ:

Do you have any difficulty supporting the University's [Code of Conduct](#)? ____ Yes ____ No
If Yes, please briefly explain why:

Describe your participation in the University community this year:

Summarize how you see being a student leader will effect, your friendships, others' perception of you, and your extracurricular activities:

What skills would you like to develop over the course of this next year?



B. References

You will need one **Faculty** and one **Staff member** to submit a reference for you, and provide a **Classmate's** name/info to contact. **References can be e-mailed to Kim.Chen@twu.ca & Vera.Xiong@twu.ca, and must be received by May 21, 2021.**

Who will you ask to be your **Faculty Reference** (name/position)? _____

Who will you ask to be your **Staff Reference** (name/position)? _____

Who will you ask to be your **Classmate Reference** (name/WeChat)? _____

C. Training & Events

In order to be selected in this role you **MUST*** be available to fully attend the meetings & events during FA21 & SP22 as listed below (items in **bold** are mandatory and required as a condition to being made an offer):

14. **New Student Leader Orientation & Training**, June – Aug 2021 (exact dates TBC)
15. **FA21 Student Leader Orientation Week (SLOW)**, Aug 29 – Sept 2, 2021, location (TBC)
16. **FA21 Orientation Day**, Sept 7, 2021 (TBC), TWU Rmd
17. FA21 Graduation Ceremony, Nov 6, 2021, location (TBC)
18. Habitat for Humanity Missions trip, Dec 2021 (TBC) – optional
19. Leadership intensive programs, (exact dates TBC) - optional
20. **SP22 Student Life Student Leaders' Winter Retreat**, Jan 2022, location (TBC)
21. **SP22 Orientation Day**, Jan 2022 (TBC), TWU Rmd
22. SP22 Spring Commencement Ceremony, date & location (TBC)
23. **Club Group meetings**, date & time (TBC), TWU Rmd
24. **Weekly Chapel**, date & time (TBC), TWU Rmd
25. **Weekly or bi-weekly team meetings**, date & time (TBC), TWU Rmd
26. Minimum 2-3 student events during each semester (TWU Langley & Rmd)

* **Will you commit to attend ALL events?** ____ Yes ____ No

Photo Waiver:

I agree that my photo may be taken as part of the Student Leader role, and may be posted on TWU online channels and future promotional materials. ____ Yes ____ No

D. Declaration

I understand the expectations/responsibilities and believe I meet the qualifications for the role(s) being considered. If, prior to assuming the role or during my tenure I do not meet the qualifications (student in good standing with min. 2.25 GPA & commitment to attend mandatory events), I understand that I will forfeit the role. I also understand that Student Life Staff will have access to my GPA for the exclusive purpose of verifying that I meet these requirements.

Initials: _____ Date: _____

E. Comments:

If you have additional comments supporting your application feel free to list them here:

Thank you for your application!