

## INDIGENOUS STUDENT MENTOR

### OTSENHÁKTA STUDENT CENTRE

**NOTE:** *This is a part-time position for a student at Concordia University. Eligible applicants must be current Concordia students.*

#### SCOPE

The Otsenhákta Student Centre is looking for a friendly, enthusiastic and outgoing upper-level student with a good knowledge of campus life and student services. The employee will report to the Interim Coordinator and will act as a resource to new and first-year Indigenous students to familiarize them with the University and help build community.

#### PRIMARY RESPONSIBILITIES

- Actively build relationships and maintain contact with new and first-year students through social media presence.
- Staff the Otsenhákta Student Centre Office for student drop-in inquiries.
- Lead or Deliver campus tours to new and potential Indigenous students.
- Attend OSC team meetings.
- Contribute to the development of programming for new Indigenous students by participating in idea generation exercises and regularly providing feedback from the student point of view.

#### REQUIREMENTS

- Must be a Concordia student, currently registered with the OSC and in good standing.
- Significant experience working with Indigenous peoples.
- Ability to work independently and as part of a team.
- Very good knowledge of spoken and written English.
- Sound knowledge of campus life and student services at Concordia University.
- Excellent communication skills.
- Excellent judgement and discretion with confidential information.

#### WORKING CONDITIONS

This is a part-time position of 15 hours per week with an hourly rate of \$18.00 per hour from September 2022 – April 2023. Must be available to work in-person at the OSC with a flexible schedule that includes weeknights.

Please send your curriculum vitae with a covering letter to the attention of **Katsistohkwí:io Jacco** ([tsisto.jacco@concordia.ca](mailto:tsisto.jacco@concordia.ca)), Indigenous Student Success Coordinator. **Deadline to apply: September 2, 2022.**