

International Student Support Centre (ISSC) Lead

Semester position dates:

Fall 2021: August 28, 2023 - December 11, 2023

Winter 2022: January 2, 2024 - April 8, 2024

Total hours per week: approx. 10 hours/week, with flexibility on a needs basis

Compensation: \$15/hour

Eligibility: Open to all MRU students

[The International Student Support Centre](#) (ISSC) at MRU provides a vibrant space for students from all backgrounds to meet other MRU students as well as students studying on exchange. The ISSC is staffed by student leaders and volunteers who are trained to provide information on all International Education programming, support students, and lead peer-driven programs that connect international and domestic students. The ISSC team plans and creates opportunities for students to participate in fun and engaging social and cultural activities, educate the MRU student community about study abroad programs and opportunities and provides a space for students to gather to practice language, study, meet new people, and learn from each other. In times of online learning, the ISSC transitions much of its programming online to continue providing support and building community for students.

Recognizing that peer engagement is a powerful resource, the ISSC Leads (up to 2 positions) will develop sustainable programming which supports international students, engages the MRU population, and promotes the benefits of international opportunities and global citizenship both locally and abroad.

Duties and Responsibilities

- Coordinate a motivated and engaged team of volunteers to create a vibrant and active ISSC
- Create, implement, and maintain regular, ongoing events and activities in the ISSC to meet the needs of our various student groups
- Collaborate with other leads and International Education Intern and liaise with International Education staff
- Increase awareness of the International Student Support Centre and develop more student engagement
- Organize, execute and support socially & culturally focused events with an intent to bring international and domestic students together to build community

- Represent and promote International Education and Study Abroad opportunities (field schools, exchange and international work placements) at events on campus (including participating in new student orientation, hosting information booths and running the class visits program)
- Develop digital and print materials
- Provide administrative and event support to the team as needed

Skills and Competencies required for this role

- Ability to lead, organize, and inspire a group of volunteers to participate in supporting the ISSC and to participate in ambassadorship activities around campus
- Friendly, positive, energetic and able to work well in a team
- Ability to knowledgably represent MRU and International Education
- Patience and understanding, particularly when working with new, multilingual students who may not be familiar with some Canadian customs or may not be comfortable speaking English language
- Experience planning and leading events
- Experience in marketing and promotions
- Ability to be creative and resourceful
- Strong communication and interpersonal communications skills
- Ability to engage students from various backgrounds with a focus on relationship building

Application Deadline

March 22, 2023 or until a suitable candidate is found.

Application Process

Please send resume and cover letter to international@mtroyal.ca