

RED ZONE APPLICATION extended until Monday April 23 at 9am

Title: RED Zone Ambassadors (Openings for SU/FW 2018 term)

of positions: 4

Contract: April 26st 2018 – Aug 30th is 20-35 hours **continues in** Sep 1st -April 6st 2019 is 10-13 hours

Salary: \$14 hr rate

Qualification:

Open to undergraduate full-time students who are either:

**International student applications eligible for [ISEF](#) will also be accepted as we have limited positions.

OR

**Domestic students meet financial need and be enrolled in full-course load in Sept 2018. Please fill out [SFP](#) to determine qualifications for work-study.

Description:

York's RED Zone is an orientation/transition program designed with assisting new student transition.

During the summer term, The RED Zone will run programming from the beginning of May through the end of August and focuses on welcoming new students and their parents in supporting their orientation to York. The program includes delivering summer transition support and programs to support newly admitted students who will be starting university in September.

During the Fall/Winter RED Zone operates exclusively in the Vari Hall kiosk from September until April exams. During this time the shift focuses from student transition programming and support to also include larger commitment towards the overall York community. The RED Zone has a strong online community and social media presence, which is positioned to provide opportunities for the student body (which is largely a commuter population) up-to-date and relevant information ranging from academic and non-academic resources, This includes way finding, financial support, academic advising, important dates and deadlines to help enable easier access administrative processes. The RED Zone is designed around a peer-to-peer model where experienced, upper year students are provided the tools and develop the skills to share

their experiences, wisdom and advice through interactive conversations and storytelling. The RED Zone supports York's mental health strategy by responding to student's needs through a framework of active listening, compassionate student-centric customer service model, as well as triaging accurate referrals, which are built through strong partnerships across all campus service providers.

RED Zone Ambassadors are excellent team-players, communicators, networkers, problem-solvers, storytellers and peer mentors. They possess superior interpersonal skills and display their enthusiasm about studying at York University and being an active member of the community. They possess a wide and deep knowledge base about York University's services and supports and they understand the needs of students in transition. They are energetic, organized and committed to making each student's transition to York as smooth as possible online and in person. RED Zone Ambassadors have the ability to translate their personality to an online forum and will be comfortable integrating their personal life with their professional life.

Overview of duties and responsibilities:

RED Zone Student Ambassadors provide front-line, peer-to-peer contact to new students. They undertake any and all tasks associated with its smooth functions. Some major functions include:

- Organizing orientation related activities for Parents Family program and summer transition programming including fostering partnerships and collaborations within the Student Success and engaging other units
- Delivering tours, information sessions and peer-to-peer mentorship for both incoming students and their family supports during the summer term
- Planning and yearly programming and content, which includes planning aspects of social media strategy and outreach, research and engagement projects, assessments and analytics as well as event support and outreach
- Supporting the York community through triaging accurate referrals to services for faculty/student/staff with through an inclusive, accessible lens that supports York's mental health strategy
- Acts an ambassador towards other departments that partner with the RED Zone both in the kiosk and through common projects and events.
- Visible and active social media presence that engages the York Community through online community facilitation, including creating targeted content in Facebook, Twitter, Instagram and Snapchat

Additional assets

Digital creative production of basic graphics for promotion as well vlogging, blogging. Experiences use of design mobile apps, Adobe Creative Suite products are highly desirable asset, but not mandatory by any means. This can include (Photoshop, InDesign, Illustrator as well as Premiere or other video editing software).

Mandatory Training

RED Zone Team and will attend mandatory training in advance of the active RED Zone service period from April 26 until the end of the first week of May. The active RED Zone service period begins the second week of May.

Hiring Process:

Summer RED Zone positions are usually reprised (based on performance) into the FALL/Winter position and do not require additional interviews to continue the contract.

Hours of Operation and Commitment

The Summer RED Zone Ambassador position operates between 9:00am – 4:00pm with some weekend hours for special events. The hours of work per will range from 20-35 hours based on scheduling. **If you are taking summer courses between 9:30am-4:30pm, please indicate that in your application for consideration, we do our best to accommodate classes, but we require transparency in understanding availability.**

How to apply:

- 1) **Resume:** Please include an updated resume including your on-campus involvement. Preference will be given to students who have a demonstrated track record of sustained involvement in campus life, including co-curricular involvement in their respective College, participation in student clubs or government, part-time or volunteer work in a service unit of the university and involvement in campus orientation or recruitment events.
- 2) Please complete the **First-Year-Transition Creative Assignment** . Incomplete applications will not be considered.

First-Year-Transition Creative Assignment

As reflective of RED Zone's mandate, this assignment is your opportunity to creatively showcase how you would identify the needs of new students and respond to them as a future ambassador. As a future RED Zone Ambassador, you will be

available both in person and online. You may choose whatever digital creative medium you feel strongly represents your skills i.e a poster, slideshow, creative use of social media, app, blog, video etc. Evaluation will be based on:

- Content – How did you relate to a first-year student? How would you welcome them and help them transition to York? How successful are you to identify their needs?
- Your personal touch : How have you included your own personal experiences in supporting students, how relatable you are? How has your on-campus experience informed your ability to help others?
- Creative digital/social media– Is your creative medium relevant and captivating? How relevant are you at communicating your message? Whether you are blogger, avid twitter user, a visual communicator or just like speaking on camera -this is your chance to show how you communicate, who you are as a person and how you deliver resources and support to students.
- *we recommend if you are making video please keep under 3 minutes.

*You will be able to upload your assignment and any additional documents/components through the online form, once the application page goes

READY TO APPLY?

<https://ssc.apps01.yorku.ca/machform/view.php?id=37764>

*Email applications will not be considered. If you are running into technical issues please contact our front desk xt 55144

*Candidates will only be selected for interviews if they submit a compelling creative assignment requirement and demonstrate on-campus experience in their resume