

# Off Campus Community Leader (OCCL) and Intramural Coordinator (IC) Application

2022-2023

St. Jerome's University requests this information for the purpose of processing your application for a student leader position. Responses to all items are required. If you fail to provide the required information, your application will not be considered. Please familiarize yourself with the position profiles before completing this application.

## APPLICATION SUBMISSION REQUIREMENTS

- a. Respond to all questions in the PERSONAL INFORMATION and STATEMENT OF INTENT portions of this form and sign to acknowledge you agree to the DECLARATION OF REPRESENTATION
- b. Complete applications should be submitted to Katelin Hamilton at [katelin.hamilton@uwaterloo.ca](mailto:katelin.hamilton@uwaterloo.ca) with the subject line "OCCL or IC Application, First Name Last Name" by Thursday, **June 16<sup>th</sup>, 2022, at 4:30pm.**

## PART ONE: PERSONAL INFORMATION

Name: \_\_\_\_\_ University ID#: \_\_\_\_\_

Applying for:            **Off-Campus Community Leader**            **Intramural Coordinator**

What term(s) are you applying for (Intramural Co. only):    **Fall**            **Winter**            **Both**

Current Year of Academic Study (Ex: 2B): \_\_\_\_\_

Faculty: \_\_\_\_\_ Program: \_\_\_\_\_

Are you in good (or above) academic standing?    **YES**            **NO**            **UNSURE**

UW Email: \_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Will you be on a co-op term for any of the terms you've applied for?

**FALL**

**WINTER**

**NEITHER**

**UNSURE**

## **PART TWO: STATEMENT OF INTENT**

Please provide a Statement of Intent (no more than 500 words) for each role that you wish to apply for.

Before writing your statement, take a few moments to reflect on questions like the following. These questions are simply to guide your thinking and preparation. You may also choose to consider other reflections that speak to why you are choosing to submit this application. You do not need to answer all of these questions in your Statement of Intent. These questions aim to help guide your response!

- Why do you feel drawn to apply to be a student leader at SJ?
- What lessons have you learned that lend themselves well to this role?
- What have you learned about yourself during the COVID-19 pandemic that might support your success in this role?
- Why is being a leader important to you?
- How might you hope to influence the student experience in this role?
- How might you hope to grow in this role?
- What do you value about this role?
- What other things might you have to let go of if you were hired for this role?
- Student leaders have immense power and privilege in the SJ community. How might you use these to positively contribute to the student experience?

You will find it helpful to review the role description of the role you're applying to. Please take a moment to read it through.

Once you have spent some time reflecting, choose the questions or ideas that most reflect your experiences and reasons for applying to this role (i.e. do not answer all of the questions!).

Each written statement should be no more than 500 words. All applications are due on Thursday, June 16<sup>th</sup>, 2022 at 4:30pm. Interviews will be scheduled with selected applicants between June 22<sup>nd</sup> and June 24<sup>th</sup>, 2022.

**PART THREE: DECLARATION OF REPRESENTATION**

I hereby declare that the information provided in this application and in any attachments are true and complete to the best of my knowledge and belief. I have reviewed the Off Campus Community leader and/or Intramural Coordinator position description and understand the Qualifications and Conditions of Employment.

As a condition of my candidacy for any student leadership position, I authorize the Residence and Community Life Office to verify my academic standing and perform a check of my student conduct history in residence. I understand that as a condition of my employment, I must remain in good academic standing throughout the contract period or meet with my supervisor to determine an action plan to ensure my academic success throughout my time in this role.

I am also aware that if I am successful in this position, I am required to attend ALL pre-service information, orientation and training sessions detailed in the Off Campus Community leader and/or Intramural Coordinator position description.

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_