Team Lead

Job Description

Position type:  Part-time volunteer (5 hours/week)
Reports to:    Wellness Educator

You

You’re a returning Peer Educator ready to take on greater responsibilities. You work well with people, you’re organized, and you are known for getting things done and seeing projects through to the end. You’re interested in deepening your knowledge of wellness-related topics and the ways in which the university is promoting wellness through various initiatives, strategies, and policies.

Us

We are Wellness Education, a sub-department of the Student Wellness Centre (SWC) consisting of an Education Manager, two Wellness Educators, three work-study students, and a group of 70 volunteers who work out of the SWC lounge (PGCLL 201). We are passionate about promoting student health and wellness.

The Position

Team Leads are responsible for coordinating the tasks of the Peer Educators on their assigned team (either alone or with a co-Team Lead) and form a core part of the Wellness Education team. They act as representatives of the SWC among the student body.

Training

- Spring training in person (half day before summer break)
- Summer training through Avenue to Learn (one hour per week)
- Fall training in person (one evening and one full day)
- Winter refresher training in person (half day)
- Year-long training in person (optional workshops to enhance your wellness-related knowledge and skills)

Job responsibilities

- Facilitate weekly team meetings
- Oversee the development of the team’s programs, campaigns, and events
- Attend weekly meetings with a Wellness Educator
- Manage the team's budget
- Write a year-end transition report
- Hold weekly “lounge hours” in PGCLL 210

For more information and to apply, visit: wellness.mcmaster.ca/volunteer