

# Community Leader 2025-2026

Job Information



University  
of Victoria

Residence Services

## JOB OVERVIEW

UVic Residence Services is hiring students interested in fostering supportive relationships with students living in residence and engaging in personal growth and development for the position of residence Community Leader (CL) in the 2025-26 Academic Year. The foundation of this position is to build a supportive, inclusive, and safe community that enhances students' experience of living in residence at UVic.

Residence Services is a unit within the Division of Student Affairs that provides accommodation, programming, support, and education to the on-campus student community as well as a summer conferences operation for off-campus customers. Residence Life & Education, the department within Residence Services for which CLs work, aims to support the academic and personal development of all residents within a safe and welcoming community.

The CL is a part-time live-in student leadership position integral to building community within UVic student residences. The CL reports to a Neighbourhood Manager (NM) and a Senior Community Leader (SCL). CLs serve as the primary peer support for residents to assist with residents' academic and social transition to and through university. This role involves planning and delivering programs, participating in a regular in-night rotation, supporting safety and well-being for residents within the community, and may also serve as the first point of contact to provide support during emergencies by following established procedures and direction from first responders and/or university staff. **Due to the dynamic environment of this position, CLs may receive disclosures regarding sexualized violence and mental health concerns from vulnerable student populations. CLs are required to complete training in Sexualized Violence Prevention and mental health support at the start of the position in August 2025.**

Over the course of this position, CLs will further develop skills in leadership, conflict management, event planning, and peer support in support of their personal and professional growth.

The CL position is an eight-month appointment from **August 18, 2025, to April 30, 2026**, and works up to 590 hours (approximately 13 – 18 hours/week) including daytime, evenings, weekends, and holidays. CLs can expect weekly hours to fluctuate based on the academic calendar and shifting student needs (i.e., closer to 20 hours/week in August and September and closer to 10 hours/week in December and April). Hours of work will include meetings during business hours, self-scheduled programming, and in-night shifts.

*Please note that Community Leaders (CLs) may work in communities with unique attributes including primarily first year undergraduates in traditional-style housing and upper-year residents in Cluster. Quiet, Substance-Free, and Pod communities also exist within our current offerings. CLs working in traditional or Pod style housing will be in single units with a meal plan if applicable; Cluster CLs live in a shared 4-bedroom staff apartment unit with no meal plan. Successful applicants may indicate their preference once they are hired but should be prepared to work in any of our residence communities.*

## DESIRED QUALIFICATIONS

- Demonstrated strong written and verbal communication skills to and the ability to listen and respond effectively
- Demonstrated strong administrative skills including managing schedule effectively, meeting deadlines consistently, and submitting required paperwork accurately

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- Demonstrated strong commitment to supporting and working with teammates collaboratively
- Demonstrated approachability and skill of building engagement among residents with diverse identities (e.g., ethnicity, race, gender, religion, and neurodiversity) and student needs
- Shown strong commitment to building a safe and supportive community among residents
- Proven ability to manage multiple priorities and resiliency in a dynamic environment
- Proven ability to understand and follow departmental policies and procedures in responding to emergent and crisis situations

## **ROLE REQUIREMENTS**

Specific role duties and requirements can be found in the [CL Job Description](#). Additional requirements include:

- Must be registered as a full-time student at the University of Victoria during the 2025-26 Academic Year and be eligible to live in residence for the duration of the appointment. *International students should confirm course requirements to ensure they meet the requirements of their visa.*
- Maintained a minimum cumulative grade point average (GPA) of 4.0 on a 9.0 scale.
- Must be available to work from August 18, 2025, to April 30, 2026.
- Must be in good standing with Residence Services (including financial and current conduct record).

## **REMUNERATION & BENEFITS**

The Community Leader position is represented by [CUPE 4163](#).

**Gross Pay** (pay before deductions) will be equal to the full cost of room and board (a single residence room with a standard meal plan), spread over 17 pay periods. Currently, this amounts to **\$14,752.00** for the full duration of the appointment. 2025-26 residence and meal plan rates will be approved by the Board of Governors in Spring 2025 and compensation amounts for the 2025-26 student staff appointments will be updated at that time.

- The CL position receives an additional 4% vacation pay in lieu of paid vacation

**Deductions** during each pay period will include mandatory statutory deductions (Canada Pension Plan, Employment Insurance, Union dues, and taxes).

As this is a live-in position, student-staff are responsible for paying housing and applicable meal plan fees to Residence Services as a lump sum each term or month-by-month. These fees may vary depending on your placement type.

## **APPLICATION INFORMATION**

Interested candidates apply through the [Residence Services Housing Portal](#), under Employment Application. Questions can be directed to [applyrle@uvic.ca](mailto:applyrle@uvic.ca). If you are not a current UVic student, please email [applyrle@uvic.ca](mailto:applyrle@uvic.ca) for further instructions.

Application Deadline: **February 18, 2025**

UVic is committed to upholding the values of equity, diversity, and inclusion in our living, learning and work environments. In pursuit of our values, we seek members who will work respectfully and

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constructively with differences and across levels of power. We actively encourage applications from members of groups experiencing barriers to equity. Read our full equity statement here:

[www.uvic.ca/equitystatement](http://www.uvic.ca/equitystatement)

Persons with disabilities who anticipate needing accommodations for any part of the application and hiring process may contact Annie Wu, Training & Assessment Specialist, at [restas@uvic.ca](mailto:restas@uvic.ca).