

Position Title: **Access Ed Peer Mentor (Accessible Education)**

Position Summary:

Accessible Education (AE) provides supports and services to students with disabilities at Western, in all programs and faculties.

The AE team co-ordinates an Access Ed Peer Mentorship Program that aims to pair newly registered students, upon request, with a registered, upper year mentor who shares similar disabilities, areas of study, and/or interests. The Access Ed Peer Mentorship Program provides newly registered students with academic and social supports that help make aspects of university more approachable and manageable, such as transitioning to university, adjusting to post-secondary accessibility-related processes, and navigating campus resources.

As an Access Ed Peer Mentor, you will provide academic and social supports to your mentee for the duration of the academic year. You will be expected to participate in mentor training, meet with your mentee, attend team meetings, and aid with events.

Access Ed Peer Mentors will be supported and supervised by the AE Programming Coordinator or designate to ensure that mentors are well-equipped to effectively support mentees and complete day-to-day operations.

What will you gain from this role?

- Active role in eliminating barriers to accessibility at Western.
- Enhanced communication, collaboration, time management, and problem-solving skills.
- Meaningful connections and contributions to a caring community.
- Mentorship experience through the delivery of supports and referral to resources.
- Meeting and event facilitation skills.
- Personal enrichment and growth.
- Ongoing professional development.
- Recognition through Western's Co-Curricular Record.

Key Responsibilities:

- Meet and maintain regular contact with mentees.
- Assist mentees by sharing personal experiences that contributed to your learning.
- Facilitate access to campus resources by providing mentees with relevant information.
- Complete Accessible Ed Peer Mentor forms and reflections for accountability purposes.
- Perform other assigned tasks to the best of your ability.
- Serve as a role model for Student Experience (Accessible Education) to Western students and the community of greater London.
- Attend training sessions, team meetings, progress reviews, and events, when needed.
- Discuss any questions, difficulties, or concerns with supervisors.
- Respect differences of gender, ethnic origin, race, religious affiliation, sexual orientation, and those with disabilities.

What kind of candidate are we looking for?

- Empathy and helping skills.
- Strong interpersonal and communication skills.
- Ability to work independently and as part of a team.
- Ability to problem solve and provide constructive feedback.
- Excellent time management skills.
- Keen interest in developing personal leadership and mentoring skills.

Position Requirements:

- Be a student registered with Accessible Education or Accessibility Services at King's.
 - Completed (or in process of completing) at least one year of study at Western.
 - Minimum 70% academic average (65% in Engineering).*
- *Applicants with academic averages that do not meet minimum requirements are welcome to apply, if they can demonstrate how they learned and overcame academic and personal challenges.
- Open to learning about and engaging with individuals from diverse backgrounds.
 - Fulfill training requirements and commit to weekly hours.

Position Requirements - *Preferred*:

- Previous leadership/mentorship experience.

Position Specifics:

Position Length:

- Fall/Winter terms
- Training in August

Time Commitment:

- Approximately 10 to 15 hours of AE training in advance of being matched with mentees.
- Approximately 3 to 5 hours per week in the academic school year.

WESTERN PEER LEADER (WPL) TRAINING:

- Complete Human Resources Training:
 - WHMIS
 - Health & Safety
 - Safe Campus
 - AODA
- Complete WPL Fundamental Training:
 - Boundaries E-Learning Module
 - Equity & Inclusion e-Learning Module
 - Gender-Based Violence Policy e-Learning Module
 - Indigenous Initiatives Content & Reflection
- Complete Confidentiality Agreement and Student Contract

- Complete Student Feedback Form and/or Student Self-Reflection (one per term)

** Trainings subject to change

Reports to:

Accessibility Programming Coordinator or designate.

Application Method:

Login to [Western Connect](#), and navigate to the **Western Peer Leader posting boards** to find this job posting and instructions on how to apply (ex. Uploading/emailing required application documents or redirecting to the [Working at Western](#) website).

Western Values Diversity:

The University invites applications from all qualified individuals. Western is committed to employment equity and diversity in the workplace and welcomes applications from women, members of racialized groups/visible minorities, Indigenous persons, persons with disabilities, persons of any sexual orientation, and persons of any gender identity or gender expression. Accommodations are available for applicants with disabilities throughout the recruitment process. If you require accommodations for interviews or other meetings, please contact our Administrative Officer at shona.casserly@uwo.ca or phone 519.661.1111 (89081).