

Position Title: ***Western Launch Peer Mentor (Transition, Leadership & Enrichment)***

Position Summary:

The Western Launch Peer Mentorship Program connects first-year students with upper-year mentors who provide academic, social, and leadership support throughout the academic year. Mentors are assigned to specific faculties and serve as resource connectors, ensuring students have access to the information, events, and services they need to succeed during their transition to university life. First-year students may join this program and seek support from any mentor at any point in the year. As a result, mentors may support a range of different students throughout the year and each work to create a welcoming community atmosphere all year-long.

The Launch Mentor role is integral to the success of the program, offering flexible, faculty-specific mentorship through office hours, events, and virtual communication channels. Mentors will work collaboratively to develop and deliver programming, respond to student inquiries, and promote campus resources and leadership opportunities.

Launch Mentors are supported by Western Launch Student Coordinators and collaborate regularly with faculty mentor teams to ensure impactful and consistent support.

What will you gain from this role?

- Leadership and mentorship experience
- Knowledge and experience in supporting the development of mentorship programming in an evolving university landscape.
- Enhanced knowledge of campus services, resources, and opportunities
- Networking opportunities with various campus clubs and groups designed to support students.
- Recognition through Western's Co-Curricular Record (wccr.uwo.ca).
- Strengthened organization, teamwork, and communication skills.
- Time management and problem-solving experience.
- Opportunities to collaborate with peers and campus partners.

What do we ask from you?

- Facilitate office hours (in-person and virtual) to provide mentorship and resource referrals.
- Monitor and respond to inquiries sent to the faculty-specific email inbox.
- Assist in planning and developing promotional content for this program and other resources on campus designed to support students.
- Meet bi-weekly with the faculty mentor team and Student Coordinators for updates and planning.
- Participation in Launch Mentorship Program events.
- Completion of all asynchronous and synchronous training.

- Promote leadership opportunities and connect students to relevant campus resources.
- Other duties as assigned.

What kind of student leaders are we looking for?

- Strong interpersonal and communication skills (oral and written)
- Ability to work independently and collaboratively as part of a team
- Creativity and initiative to support new developments in this growing program.
- Reliable, organized, and committed to supporting fellow Western students
- Problem-solving skills and initiative to provide resource connections
- Interest in leadership development and peer mentorship
- Positive attitude and enthusiasm for supporting students' academic and personal success

Position Requirements:

- Minimum 70% academic average (65% in Engineering)
- Enrolled as a full-time Western undergraduate student
- Previous leadership experience
- Completion of required training modules
- Note: Students participating in an exchange or internship during the 2025-2026 academic year may not be eligible for this position

Position Specifics:

Position Length:

- Summer (August)/Fall/Winter terms
- Training in July

** Hours in July/August will be held virtually. In-person responsibilities will begin in September.

Time Commitment:

Average of 3 hours a week (varies based on time of year and programming needs)

Number of Positions Available: 50-60

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:

Coordinator (*Student Experience & Engagement*)

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).