

WAGNER COLLEGE

Community Leader Position Description

Community Leaders serve as mentors and role-models to Wagner College students. Community Leaders are central to the transition of new students to Wagner College, foster connections among students in their Learning Communities, and serve as resources for students. As a member of the CL team, CLs are essential to establishing a healthy campus community by emphasizing scholarship, achievement, leadership, and citizenship and inspiring new students to get involved on campus. CLs lead orientation in August and facilitate development sessions on the first year experience.

Please contact co-curri@wagner.edu or deansoffice@wagner.edu for questions about the position.

Qualifications:

- Community Leaders must be in good standing with the college in order to be considered for the position.
- Must be a sophomore, junior, or senior for the 2019-2020 academic year.
- Exhibit maturity, patience, and serve as a positive influence of Wagner College
- Maintain a 2.5 cumulative GPA.
- Knowledge of First Year Program
- Knowledge of Wagner College academic and social events

Note: Students serving as Resident Assistants or Bonner Leaders are **not eligible** to serve as Community Leaders or Orientation Coordinator.

Types of Community Leader Positions

1. Community Leader - Orientation **and** 10 month first year engagement facilitator
2. Community Leader - Orientation Only

Responsibilities - All Community Leaders

New Student Transition

1. Lead a New Student Orientation group and support their transition into the Wagner community.
2. Help establish affiliation with Wagner College
3. Facilitate the following trainings: Intercultural Awareness Workshop, Bystander Intervention, Fire Safety, Safe Zone 1 and 2
4. Attend and Take LC group to convocation
5. Arrange activities in conjunction with CCP for Week of Welcome kickoff

Community Building

1. Create a supportive and successful learning environment for students
2. Be friendly and approachable to students
3. Serve as a resource, provide information, and provide referrals for academic, social, and wellness resources
4. Encourage colleagues to support each other's programs.
5. Role model quality and intentional programs and student interactions.

Administrative

1. Communicate regularly and check-in via e-mail or GroupMe with your LC students
2. Check your Wagner e-mail at least once a day.
3. Assist with training Community Leaders for upcoming academic year

Student Development *(for 10 month community leaders only)*

1. Facilitate monthly key topics *(topics may be subject to change)*
 - a. **Fall 2019:** Sexual assault and misconduct prevention, mental health awareness, life management, registration process
 - b. **Spring 2020:** Financial literacy, major exploration, leadership essentials
2. Communicate with FYP faculty members to track student success and progress
3. Identify and support students that experience academic and social transitional challenges.
4. Help new students establish knowledge about campus resources including academic & career support and student organization and leadership development.
5. Monitor participation of key first year events
6. Lead a spring orientation group.

Mentor and Role Model

As a visible mentor and role model for students at Wagner College, Community Leaders are responsible in representing the College will strive to conduct themselves with professionalism and integrity. Personal conduct should uphold the Student Code of Conduct and reflect the mission of Wagner College.

Mandatory Training Dates and Time Commitment

Please note that dates may be subject to change.

1. Leadership Seminar - Friday, April 5th **and** Friday, April 12th from 3PM-5PM
2. CL Team Orientation - Monday, April 22nd @ 9PM
3. Wednesday, August 14th, 2019 to Wednesday, August 21st, 2019- Community Leader Training for New Student Orientation, IAW Facilitation Training, Safe Zone Facilitation Training
4. Be available up to 3 hours per week- this includes bi-weekly team meetings and one on ones (10 month Community Leaders only)
5. Must be able to work some weekends during fall and spring semester (10 month Community Leaders only)

Compensation:

10-Month Community Leaders

1. \$500 per semester; \$1000 during the academic year.
2. Meals and housing (for CLs that will reside on campus) during August training
3. Early move-in for Fall (for CLs that will reside on campus)

Orientation-Only Community Leaders

1. \$100 stipend
2. Meals and housing (for CLs that will reside on campus) during August training
3. Early move-in for Fall (for CLs that will reside on campus)

This position description and contract is subject to change in accordance with the best interest of the Campus Life and students. By signing this contract, I understand that the appointment to the position of Community Leaders may be terminated if staff needs change and the position itself is eliminated or if I fail to abide by the conditions outlined in the Community Leader contract.