



<b>KPE Connect Peer Mentor</b> <b>Faculty of Kinesiology &amp; Physical Education</b>	
<i>The University of Toronto is strongly committed to diversity within its community. The University especially welcomes applications from visible minority group members, women, Indigenous peoples, persons with disabilities, members of sexual minority groups, and others who may contribute to the further diversification of ideas.</i>	
<b>Deadline:</b>	Monday March 3, 2025 at 9 a.m. ET
<b>Number of Positions:</b>	12
<b>Rate of Pay:</b>	\$19.00 per hour
<b>Position Start Date:</b>	May 1, 2025
<b>Position End Date:</b>	April 30, 2026
<b>Number of Hours per week:</b>	Approximately 2-3 hours per week (variable). Combination of self-directed work and scheduled training/team meetings on Friday afternoons.
<b>Classification:</b>	USW Casual part-time
<b>Summary:</b>	<p><b>Peer-Mentor Program Description</b> KPE Connect is a mentoring program designed to support first-year students with their transition to university studies.</p> <p><b>Peer-Mentor Position Description</b> Peer-mentors interact with first-year students via email listserv, direct email, zoom sessions and in-person activities on a regular basis from June 2025 – April 2026.</p> <p><b>Email Listserv Duties:</b></p> <ul style="list-style-type: none"> <li>• Each mentor will be assigned a group (35-40) of first year students to interact with via email and listserv.</li> <li>• The mentor will send regular email newsletters covering a variety of topics to the group during the summer and the 2025-26 academic session (June - April).</li> <li>• The mentor will respond to any direct email questions received and make supportive referrals as needed.</li> </ul> <p><b>Zoom Meeting Duties:</b></p> <ul style="list-style-type: none"> <li>• Each mentor is responsible for meeting with their group of first year students on Zoom twice between June – August 2025.</li> </ul>

- Mentors will work in teams of 2-3 to design and deliver the Zoom meetings.
- The mentor will facilitate ice-breakers, group activities and discussions during the Zoom meetings.

**One-on-one Mentoring Duties:**

- KPE Connect mentors will offer one-on-one mentorship opportunities to the members of their group throughout the program.
- One-on-one meetings may take place online via Zoom or in-person at KPE.
- Mentors will complete a mentoring contract agreement with their mentees and follow up with their mentee according to agreed upon timelines.
- The mentor will make supportive referrals as needed.

**In-Person Drop-in Mentorship:**

KPE Connect mentors will offer in-person drop-in mentorship opportunities to first year students during scheduled times within the first 3-4 weeks of September

**Access Program Support:**

Mentors may participate in additional online and in-person mentorship sessions in support of Passport to Success, KINship Hub and other access program activities.

**Staff Meeting Duties:**

- Mandatory in-person training will take place on most Friday afternoons in May & early June 2025
- Quarterly staff meetings will take place on Friday afternoons from 3:30-4:30 p.m.
- Staff meetings will be used to discuss student themes, decide on topics for newsletters/zoom sessions, and develop resources for first year students.

<b>Minimum Qualifications:</b>	<p><b>Education</b> Continuing KPE undergraduate student in good standing (1.7 minimum cumulative GPA).</p> <p><b>Experience</b> Prior experience in mentorship roles and activities is an asset.</p> <p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Good time management and prioritization skills.</li> <li>• Good interpersonal skills.</li> <li>• Good intercultural competence.</li> <li>• Excellent communication skills.</li> <li>• Ability to create a welcoming and inclusive environment.</li> <li>• Ability to exercise good judgement.</li> <li>• Teamwork skills.</li> <li>• Available to attend in-person training and meetings through the summer and 2025-26 academic session on Friday afternoons.</li> <li>• High commitment level to the goals of the KPE Connect program and related duties.</li> <li>• Regular and reliable access to a computer and the internet.</li> </ul>
<b>Method of Application</b>	<p>Cover letter, resume, and online application must be submitted by Monday March 3, 2025 at 9 a.m. ET using the <a href="#">online application form</a>.</p> <p>In-person interviews will be scheduled for qualified applicants between March 4 – 19, 2025.</p>
<b>Contact Information:</b>	<p>If you have any questions or would like more information, please contact the program coordinator Darryl McSherry at <a href="mailto:darryl.mcsherry@utoronto.ca">darryl.mcsherry@utoronto.ca</a></p>
<b>Date Posted:</b>	<p>February 14, 2025</p>