



# ST. FRANCIS XAVIER UNIVERSITY

## International Student Mentor Positions

The International Student Advising Office is an integral part of the student experience at St. Francis Xavier University whose mission is to help international students Flourish at StFX. We are seeking two International Student Mentors to join our team. Student Mentors will connect with international students, acting as role models for their peers. They will contribute to the success and well-being of their constituents. They will also be available to assist the International Student Advisor with programming to engage their peers.

The Anticipated start date for Student Mentors is August 26, 2024. Student Mentors are expected to work 10 hours a week, until the end of the academic year (excluding holidays, exam periods, and study breaks)

The successful candidates will be responsible for:

- Providing informal support to peers.
- Engage international students in residence and in the student center.
- Refer students to resources available across campus and within the community.
- Work with the International Student Advisor to design and facilitate 2 events per month during the academic terms to support student growth, engagement, and success.
- Support the management of social media to represent the International Student Advising Office.
- Work collaboratively with the International Student Advisor to welcome international students to campus during orientation week and to assist with events over the year.
- Work with other Mentors to promote events and the mentorship program throughout the year.
- Participating in monthly meetings.
- Attend training relevant to this position in August and throughout the academic year.
- Scheduling and supporting team meetings.

### Experience and Skills:

- Mentors must be in at least their 2<sup>nd</sup> year of study at StFX.
- Collaborative leadership skills and a positive attitude
- Critical thinking and problem-solving skills
- Strong organizational and time management skills
- Mentorship and coaching skills are an asset.
- Willingness to listen and learn.
- Embody values of equity, belonging, and inclusion
- Strong interpersonal skills and approachability
- Understand the importance of community engagement and peer mentorship.
- A willingness to share your experience of being an international student at StFX.

Posted: March 18, 2024

Closes: March 29, 2024

Please send your resume and cover letter to [lrahman@stfx.ca](mailto:lrahman@stfx.ca) by **March 29, 2024**

St. Francis Xavier University is committed to advancing equitable hiring outcomes and dismantling systemic racism and discrimination within all stages of the hiring process. StFX is committed to working towards an equitable representation that is reflective of the wider community and student population that we serve. As such, this position is designated for members of the International community.

StFX values the contributions, talents, expertise, and experiences that each applicant brings, and we commit to creating and maintaining an environment that is free from bias, racism, discrimination, and inequitable outcomes. We are dedicated to creating a work environment where difference is recognized and celebrated. StFX understands that additional measures are required to correct current and historical disadvantages in employment for underrepresented designated groups in Canada- as such, supports such as culturally relevant mental health services for staff are embedded in our practices.

*If you require accommodation for a disability or another identity-related reason, please contact People and Culture [hr@stfx.ca](mailto:hr@stfx.ca) or 902-867-5038. We can provide accommodation at all recruitment, interview, onboarding, and employment stages.*