



UNIVERSITY OF TORONTO FACULTY OF APPLIED SCIENCE & ENGINEERING

Summer Employment Opportunity

Engineering Outreach offers a [residence program for high school students](#) participating in [DEEP Summer Academy](#), [CREATE Engineering Design Challenges](#), and [Blueprint](#). The residence team provides opportunities for these youth to develop their leadership, organizational, and interpersonal skills while living in a university residence environment. Residence Counsellors are an important part of ensuring that participants have safe and enjoyable residence experience.

Overview of Responsibilities

1. *Programming* – Residence Counsellors organize evening and weekend programs that include athletics, cultural excursions, sightseeing trips, and more. The majority of a residence counsellors' working hours will be active programming.
2. *Participant Support* – Residence Counsellors expected to actively engage in forming and developing a cohesive, respectful, and safe residence community supportive of the academic and personal goals of program participants. It is expected that Residence Counsellor will act as a positive role model for participants. Residence Counsellors complete attendance and track the whereabouts of participants during their working hours.
3. *On-Call Support* – Residence Dons participate in a rotating on-call schedule that involves responding to a variety of overnight needs. This may include responding to facilities issues, behavioural concerns, first aid or mental health concerns, building evacuations, and other timely matters. During each on-call period, Residence Counsellors are required to remain in the residence building during their scheduled on-call (3-5 nights per week).
4. *Administrative* – These responsibilities include attending training and regular meetings, documenting incidents and concerns, performing room inspections, disseminating communications, and other administrative functions. Administrative duties are typically completed during scheduled working hours.

Conditions of Employment

To be considered for this opportunity, applicants must:

- be willing to live primarily at the designated residence for the duration of the program (June 28 – August 3),
- have an ongoing in-person presence and in-person interaction with participants in residence (July 6 – August 2),
- be able to attend all components of mandatory training (June 29 – July 4), and
- be a current University of Toronto student (preference).

Qualifications

Applicants must demonstrate that they meet the following qualifications:

- Excellent listening and helping skills, particularly as it relates to supporting those in difficulty.

- Experience working within and across diverse communities, cultures, and contexts.
- Experience leading and collaborating with others.
- Demonstrated ability to work independently, take initiative, and achieve established goals.
- Demonstrated ability to organize work, establish priorities, and meet deadlines while negotiating unpredictable emergent needs. A high degree of flexibility and adaptability is required.
- Must be able to exercise good judgment, critical thinking, and problem-solving skills.
- Excellent interpersonal skills, initiative, and time management.
- Hold or obtain a Standard First Aid + CPR-C certification prior to the beginning of the program. (Must be valid to August 3, 2025.)
- Provide a recent (issued August 3, 2024 or later) Police Record Check prior to the beginning of the program.

Commitments and Considerations

Residence Counsellors may not work in another position at the University of Toronto during the program without prior approval. It may not be possible to accommodate regular attendance at early morning or evening classes.

Residence Counsellors (live-in) are required to live in residence from about June 28 to August 3 (exact dates to be confirmed). Room (single) and board will be included as a condition of employment during the program. *This is a taxable benefit and will be administered accordingly on their pay.*

Residence Counsellors work late night shifts (ending at 1:00 AM), early morning shifts (starting at 7:00 AM), and various daytime and evening shifts. The average workweek consists of 5 or 6 days. Residence Counsellors work every weekend during the program.

Residence Counsellors (live-in) are required be on-call for about 3-5 nights per week. While on-call, Residence Counsellors must remain in the residence building and promptly address any matters that arise. On-call periods are typically 11:30 PM to 7:00 AM, or 1:00 AM to 10:00 AM.

A schedule of mandatory attendance days, meetings, on-call shifts, and any accompanying timelines or deadlines, will be shared with as much notice as possible.

Compensation

Residence Counsellors are paid \$19.00/hour. Effective July 1, 2025, the rate of pay will be increased to \$20.00/hour.

Room and board will be included as a condition of employment during the program. *This is a taxable benefit and will be administered accordingly on their pay.*

How to Apply

Qualified applicants should complete the [application form](#), including their résumé, by May 1, 2025 at 8:00 AM. Link to application form: <https://forms.office.com/r/wRipDwxs1G>

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| Posting Closes: | May 1, 2025 |
| Group Interviews: | May 5-7, 2025 (in-person) |
| Individual Interviews: | May 12-13, 2025 |

