



DEPARTMENT OF RECREATION, ATHLETICS & WELLNESS

UTM Moves: Wellness Events Lead (Work-Study)

The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from racialized persons / persons of colour, women, Indigenous / Aboriginal People of North America, persons with disabilities, LGBTQ persons, and others who may contribute to the further diversification of ideas.

Deadline:	Sunday, August 4, 2024 by 11:59PM
Number of Positions:	1
Rate of Pay:	The Work Study pay rate is starting at \$16.55 /hr
Position Start Date:	August 26, 2024 (tentative)
Position End Date:	March 30, 2025
Number of Hours per Week:	Up to 15 hours per week. Must be willing to work varying day, evening and possible weekends
Classification:	Work-Study (Fall/Winter)
Summary:	<p>About UTM Moves: UTM Moves is a peer-based wellness education and community-building program at the Department of Recreation, Athletics & Wellness. Through diverse programming initiatives, UTM Moves highlights the benefits of movement and physical activity for student wellbeing and academic success, and aims to make physical activity inclusive, accessible, and fun for all UTM students.</p> <p>Visit uoft.me/utmmoves and/or follow @utm_athletics on Instagram for all the latest updates about upcoming UTM Moves events and initiatives.</p> <p>Role Overview: Reporting to the Supervisor, Wellness Programs, the UTM Moves: Wellness Events Lead is responsible for the development, implementation, and evaluation of large-scale wellness events as part of the UTM Moves Program in the Department of Recreation, Athletics & Wellness (DRAW).</p> <p>Key Responsibilities:</p> <ul style="list-style-type: none"> • Leading a broad range of wellness events and activities throughout the academic year designed to promote physical activity and community at the UTM campus (e.g., Drop In & Move, UTM Skates, Exam Jam, She Moves) • Creating detailed event plans, including program rationales, timelines, budgets, logistics, and resource allocation • Overseeing the day-of execution of wellness events, and upholding high standards of operational excellence to ensure smooth event management and participant satisfaction • Leading a team of 20+ UTM Moves Crew Members (volunteers), offering leadership and support to ensure members are motivated and effective in their roles, facilitating regular team meetings, and fostering an overall positive volunteer experience • Coordinating event staffing and schedules to optimize efficiency and execution • Supporting marketing strategies to promote wellness initiatives through various channels, including social media, email newsletters, campus posters, website, etc.



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	<ul style="list-style-type: none"> • Supporting program evaluation efforts, including collecting and analyzing data, preparing comprehensive reports to inform future event planning and program improvements <p>Additional Responsibilities:</p> <ul style="list-style-type: none"> • Collaborating with a wide range of campus stakeholders, including student groups, clubs, staff, and faculty to enhance program offerings, increase reach, and integrate wellness initiatives into broader campus life • Supporting and staffing UTM Moves events and initiatives • Attending and contributing to regular team meetings to share progress and updates • Referring students to DRAW programs and resources, and maintaining up-to-date knowledge of available supports on campus and in the community • Representing the Department of Recreation, Athletics and Wellness and the University of Toronto Mississauga in a respectful, professional and inclusive manner • Performing any additional relevant duties and tasks as designated by the Supervisor, Wellness Programs
<p>Qualifications:</p>	<p>Key Qualifications:</p> <ul style="list-style-type: none"> • Must be a University of Toronto Mississauga student enrolled during the 2024/25 academic year and be in good academic standing • Successful completion of a minimum of 2 years of university study • Mandatory attendance at all training sessions (Last week of August 2024) • Demonstrated experience in developing and implementing large-scale events • Strong organizational and project management skills with the ability to manage multiple tasks simultaneously • Excellent communication and interpersonal skills, with the ability to engage and inspire diverse audiences • Creative and strategic thinking abilities to develop innovative wellness programs and events <p>Additional Qualifications:</p> <ul style="list-style-type: none"> • Interest in student health, wellness, fitness, and/or athletics • Leadership and teamwork skills • High level of initiative and self-motivation • Ability to work flexible hours, including evenings and weekends, as required for event execution • Ability to work independently as well as in a team setting • Knowledge of University of Toronto campus resources • Appreciation for equity, diversity and inclusion-related issues • Proficient knowledge around Microsoft 365 (Word, Excel, PowerPoint)
<p>Method of Application:</p>	<p>Deadline to Apply: Sunday, August 4, 2024 by 11:59PM</p> <p>Please send your resume and cover letter to: Ravinder.gabble@utoronto.ca (see contact details below).</p> <p>We thank all applicants for their interest in the position, however only those applicants selected for further consideration will be contacted.</p>
<p>Contact Information:</p>	<p>RAVI GABBLE, MPH Supervisor, Wellness Programs</p> <p>Department of Recreation, Athletics, & Wellness</p>



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