



# Student Association of George Brown College

<b>Job Title:</b>	SafeWalk Captain	<b>Job Category:</b>	Support Staff
<b>Department/Group:</b>	SafeWalk	<b>Will Train:</b>	Yes
<b>Location:</b>	GBC campuses: various remote work where applicable	<b>Travel Required:</b>	Yes
<b>Rate of Pay:</b>	\$15.00/hr (up to 20 hours per week)	<b>Position Type:</b>	Temporary - Part-Time
<b>Reports to:</b>	SafeWalk Coordinator	<b>Start &amp; End Date:</b>	August 2021-April 30 2022
<b>Number of Vacancies:</b>	*multiple positions available	<b>Posting Expires:</b>	May 31, 2021 11:59pm

**How to Apply:**

Submit cover letter and résumé to: [humanresources@sagbc.ca](mailto:humanresources@sagbc.ca)

Subject Line: <your name>: SafeWalk Captain Application

**Job Overview:**

Be part of building a safer community at GBC, during historic times, through the Student Association’s SafeWalk program. SafeWalk is dedicated to providing safe and reliable accompaniment to folk’s destinations after dark. SafeWalk Captains will lead teams of Walkers and be nightly welcome ambassadors at the Welcome Desks/stations and ake-on special sub-committee work outside of regular operating hours. Captains meet students, staff, faculty, and visitors at campus building entrances/exits/points to arrange walks to local destinations. You are a connector of people to the safety planning and routines that benefit towards strengthening community and a safer campus climate.

You ensure meticulous standards in hygiene and safety protocols, including COVID-19 protocol adherence and communications. SafeWalk also promotes safety awareness and health education broadly. You’ll participate in video, photos, and webinar creation relating to safety issues and the promotion of SafeWalk and the Student Association.

**GENERAL RESPONSIBILITIES:**

- Policy and procedure adherence as instructed
- Lead teams of Walkers by setting high standards, and providing the peer guidance and leadership to achieve
- On-going leadership development (yours and others) through effective and professional communication
- Maintain safety, cleanliness, and accessibility of station areas
- Participate in promotions of the program in ways that build awareness of the program, purpose, and benefits
- Participate in aligned promotions on health, safety, and wellness in the program, and SA-wide where applicable
- Respond or refer questions and comments from students, staff, faculty and visitors with care and timeliness
- Prepare and submit nightly shift reports, audits, walk data, and staffing hours
- Maintain a memo book/log recording of all duties throughout a shift
- SUB-COMMITTEE WORK; Participate in sub-committee work as assigned; sample includes
  - Social Media & Marketing
  - Audit Patrol Reporting & Scheduling
  - Maintenance (supply and equipment, other inventory controls)



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## YOU HAVE:

- Previous demonstrated leadership experience working in a diverse environment
- Effective written and oral communication skills
- Keen observation and problem-solving skills; including situational awareness
- Effective stress coping skills; ability to work under pressure
- Actively participate in trainings and off-campus learning opportunities as provided
- Positively support other Student Association programs, campaigns, and staff as needed
- Meticulous adherence to hygiene and safety protocols, compliance to COVID-19 protocols
- Availability and able to work nights
- Availability; able to work rotational shifts (minimum three nights of availability per week)
- Availability; able to work at all George Brown College campuses and satellite locations
- An understanding of the Student Association and the importance of the student movement
- Value equity, diversity, and inclusion

## YOU MIGHT ALSO HAVE:

- Previous experience in SafeWalk (as staff)
- Previous experience in SafeWalk (as a user)
- Working knowledge of Excel and g-suite (including Google forms)
- Ability to speak more than one language is an asset
- Sign language proficiency (ASL-English) is an asset
- Understanding of impacts of COVID-19 on students, knowledge of Toronto related supports and referrals
- Understanding of consent, and demonstrated commitment to ending gender-based violence on campus

## REQUIRED:

- Full-time GBC students enrolled 2021-2022 prioritized, or part-time student and/or recent GBC grads/alumni
- Availability - Work hours based on availability and availability of work; ideally available 15-20 per week
- HOW TO APPLY:
  1. Must submit cover letter and résumé

*Student Association Vision:*

*Students are empowered to influence a just world.*

*Mission Statement:*

*We are the students of George Brown College committed to supporting each other in the struggle for student rights, the pursuit of quality education and the provision of services in a safe, accessible and equitable environment.*

*Commitment to Equity:*

*The SA is committed to employment equity and encourages applications from historically underrepresented groups to apply.*