



# Student Association of George Brown College

<b>Job Title:</b>	<b>SafeWalk Captain</b>	<b>Job Category:</b>	Part-time, Support Staff
<b>Department/ Program:</b>	Operations, SafeWalk	<b>Reports to:</b>	SafeWalk Coordinator
<b>Location:</b>	GBC campuses: Casa Loma , St. James, Waterfront	<b>Will Train Applicant(s):</b>	Yes
<b>Rate of Pay:</b>	\$15.50/hr (up to 20 hours per week)	<b>Position Type:</b>	Part-Time Temporary Contract
<b>Travel Required:</b>	Yes	<b>Start &amp; End Date:</b>	August 2023 - April 30, 2024
<b>Number of Vacancies:</b>	*multiple positions available	<b>Posting Expires:</b>	June 4, 2023 11:59PM *or until position is filled

### How to Apply:

Submit **cover letter AND résumé to:** [hiring@sagbc.ca](mailto:hiring@sagbc.ca)

Subject Line: <your name>: Safewalk Captain Application

\*\* Please attach your Cover Letter and Resume in a PDF version

### About the Student Association & Its Program offerings

The Student Association is your student union representing the interests of all George Brown College students. The Student Association focuses on representation, advocacy, delivery of services and the operation of businesses to support its overall mandate.

We're here to be the bridge between the students at GBC and the college itself by listening to your concerns, advocating for students, and providing access to necessary services like Health Benefits, the Community Care Centre, and the Student Nutrition Access Program, events and recreation, clubs, academic support and legal services

### Job Overview:

Be part of building a safer community at George Brown College through the Student Association's SafeWalk program. SafeWalk is dedicated to providing safe and reliable accompaniment to folk's destinations, including after dark up to 11 pm. SafeWalk Captains will help lead teams of Walkers; serve as welcoming ambassadors at the Welcome Desks/stations; and take-on initiatives and group 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 endorse and ensure meticulous standards in health and safety protocols, including COVID-19 protocol adherence and communications. SafeWalk also promotes trainings, safety awareness and health education broadly. You'll participate in videos, photos, and webinars relating to safety issues and the promotion of SafeWalk and the Student Association.

## **GENERAL RESPONSIBILITIES (as directed):**

- Policy and procedure adherence as instructed.
- Lead teams of Walkers by setting high standards, and providing guidance and leadership to achieve.
- On-going leadership development (yours and others) through effective and professional communications.
- 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.
- Positively support other Student Association programs, campaigns, and staff as needed.
- 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.
  
- Actively participate in trainings and learning opportunities (internal and external).
- WORKING GROUPS; Participate in working groups as assigned; sample includes
- Social media & Marketing
- Audit Patrol Reporting & Scheduling
- Maintenance (supply and equipment, other inventory controls)
- Other duties as assigned

## **YOU HAVE:**

- 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.
- Meticulous adherence to hygiene, health and safety protocols, including compliance to COVID-19 protocols.
- Availability; 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.
- Value equity, diversity, and inclusion.
- An understanding of the Student Association and the importance of the student movement

## **YOU MIGHT ALSO HAVE:**

- Previous experience in SafeWalk (as staff).
- Previous experience in SafeWalk (as a user).
- Interest in areas of bike safety, transit campaigns, accessibility.
- Ability to speak more than one language is an asset.
- Sign language proficiency (ASL-English) is an asset.
- Completed trainings or certifications in First Aid, Mental Health, conflict prevention, etc. an asset.
- Working knowledge of Excel and Google-Suite. Working knowledge Microsoft Office Suite (Teams, forms).
- Understanding of impacts of COVID-19 on students, knowledge of Toronto related supports and referrals.



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- Understanding of consent and demonstrated commitment to ending gender-based violence on campus.

## **REQUIRED:**

- Full-time GBC students enrolled 2023-2024 prioritized, or GBC part-time student and/or recent grads/alumni
- Availability  
Job offer/continued employment contingent on availability; Typical shifts occur Monday-Friday evenings
- HOW TO APPLY: Must submit cover letter AND résumé.

*Student Association Vision:  
Students are empowered to influence a just world.*

*Mission Statement:  
We are committed to supporting each other and the students of George Brown College in the struggle for students' 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.*



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