EMPLOYMENT OPPORTUNITY:
Graduate Conflict Resolution Centre (Grad CRC)
G2G Peer Advisor (G2G)

Student Life is offering six (6) exciting and challenging opportunities for current University of Toronto (U of T) graduate students to work with the Graduate Conflict Resolution Centre (Grad CRC) as G2G Peer Advisors. This opportunity is ideal for graduate students on UTM, UTSC and UTSG campuses who are interested in dispute prevention and informal conflict resolution approaches, mentorship, peer support and grad connection, promotion (outreach), and community engagement. We welcome applicants from all U of T faculty departments and disciplines.

Grad CRC

The Grad CRC (www.gradcrc.utoronto.ca) is a partnership of the School of Graduate Studies, the University of Toronto Graduate Students’ Union and the Office of Student Life. The Grad CRC contributes to a supportive and respectful campus environment and complements existing conflict resolution initiatives and processes at U of T by providing training, workshops and informal support in early and effective conflict resolution to the graduate community (students, faculty and staff).

G2G Peer Advisors

Under the supervision of the Manager, Grad CRC, the G2G have the opportunity to exercise and develop a wide range of skills from conflict coaching to facilitation, and to connect across differences with grad students from a wide range departments and disciplines. In this role G2G must be self-motivated team players and role-models for best practices in conflict prevention within the graduate community. G2G manage their own flexible schedules, and will have the opportunity to:

- Host “drop-in” coaching sessions to allow students to connect informally with the G2G;
- Connect with faculty, administrators and graduate student groups within your home department or elsewhere at U of T (and on social media) to promote the Grad CRC;
- Meet confidentially with fellow students (1:1 or co-coaching with G2G or the Manager) to listen, make referrals, explore options and give tips/advice about how to navigate a conflict or approach a difficult situation;
- Co-facilitate a graduate student workshop on communication and dispute resolution skills; &
- Attend a graduate event or workshop as a representative of the Grad CRC.

There is an intensive and mandatory 36+ hour paid training commitment involved in the G2G role as well as regular bi-weekly team meetings/in-service training over the year. Training will include at-home learning and in-person sessions. We have tentatively scheduled in-person training on Thursdays (9-3pm) & Fridays (9-12 noon) from October 3-25, 2019 on UTSG campus. Dates and times will be confirmed before hiring.

Skills Needed:

- Superior interpersonal and listening skills
- Calm and empathetic; integrity
- Open-mindedness and the ability to welcome diversity in all its forms
- Creativity and willingness to brainstorm and work collaboratively
- Critical thinking and decision-making skills
- Independence and time management skills (the role involves self-starting, scheduling & statistical reporting responsibilities)
- Organizational and group facilitation skills

**Terms of Employment for 2019/2020 G2G:**

- $18 per hour, 6 - 8 hours week with generally flexible and self-managed weekly schedule after training is completed
- Positions run from October 2019 – June 2020 with possibility of extension; Casual USW.

**How to Apply:**

You must be currently enrolled in a full or part-time graduate program (masters or PhD) at U of T to apply. We welcome applications from individuals with varied life experiences, identities and from various academic programs. Team members will be selected from UTM, UTSC and St. George campuses and from various graduate programs/units and backgrounds.

Please submit/include the following with your application:

1. **Cover letter/personal statement** (*350 word max*) including your name, degree, year:
   (a) why you are interested in becoming a G2G & are well suited to the role;
   (b) details of any communication or conflict resolution experience/training; NOTE: completion of the **GPS Conflict Resolution Fundamentals** workshop series is considered an asset;
   (c) confirmation that you can attend the mandatory October training; and
   (d) campus affiliations – note we expect all G2G to occasionally travel between campuses (not more than once per semester). Please note if you would be available to work on a weekly basis on UTM or UTSC campus or UTIAS.

2. **Resume** (*no longer than 3 pages*) highlighting relevant professional and life experience and skills, as well as your name, preferred email and phone number.

If you are contacted for an interview you will be required to provide the contact information for 2 members of the U of T graduate community (peers, faculty or staff) or prior work/education references who would be willing to be contacted as character references.

**Applications must be received by 11:59 pm on Sunday, September 8, 2019.**

**Apply online at:**  [https://clnx.utoronto.ca/](https://clnx.utoronto.ca/)  **JOB ID# 150202**

If you have any questions, please e-mail us at gradcrc@utoronto.ca.

*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.*