Welcome to the COMMON APPLICATION
Residence Dons • Residence Academic Programmers
Recruitment 2020

We are pleased to introduce the Common Application for Residence Dons and Residence Academic Programmers (RAPs). We expect you to tailor components of your submission (statement of experience and interest, resume, and program proposal) to the specifics of the position(s) to which you are applying.

Application Requirements

- Applicants must be enrolled in a full-time academic program at the University of Toronto St. George Campus in the 2020-2021 session.
- Applicants must be in good academic standing (i.e. CumGPA of 2.0 or higher). While current UofT students are not required to attach a copy of their transcript to this application, we will check this if you are successful through the recruitment process. The application makes this consent clear. Non-UofT applicants must submit a current (unofficial) copy of their transcript.
- Residence Don Applicants must be students who have completed at least two years of full time study and demonstrate significant leadership experience and maturity. Successful Residence Don Applicants must commit to making residence their primary home for the 2020-2021 academic year.
- Residence Academic Programmers (RAPs) must be Faculty of Arts and Sciences (FAS) undergraduate students at New College or must have lived in New College Residence. RAP Applicants must have completed at least one year of full-time study, demonstrate leadership and maturity, and commit to living in New College Residence for the 2020-2021 academic year.
- Please see detailed descriptions of positions for additional relevant information that should shape your application.

Application Process

- **APPLICATION DEADLINE:** Wednesday, January 15, 2020 @ 9:00 AM EST.
- Applications will be accepted by electronically only: https://tinyurl.com/NEWResidence2020
- Applications must be complete with ALL components for consideration. You will receive a copy of your submission. This is the only confirmation you will receive. Due to the large volume of applications, we are unable to personally confirm each individual application.

Application Steps

- Submit a complete electronic application (including the application form with responses to questions, resume or CV).
- Applicants invited to attend the first part of the hiring process will be notified by email by 5 PM EST on Monday, January 20, 2020, and must be available to attend the Don Hiring Carousel on Sunday, January 26, 2020 from 10:30 AM – 4:30 PM.
- Following the initial interview, a number of candidates will be invited to attend a second round panel interview to be held beginning Thursday, January 30, 2020 through Friday, February 28, 2020.

Information Sessions

- Thursday, December 5, 2019 - 1 PM - 3 PM EST
- Tuesday, January 7, 2020 - 9:15 PM - 10:45 PM EST
- Thursday, January 9, 2020 - 5:00 PM - 7:00 PM EST
- Tuesday, January 15, 2019 - 12:00 PM - 02:00 PM EST

All sessions will be held in WIL 2002 located in Wilson Hall (2nd Floor), 40 Willcocks Street.

All Information Sessions will be approximately 90 minutes including time for Q&A with current dons and RAPs.

*Missed our information sessions?* A PDF copy of our presentation slides will be posted after our first Information Session!

**NOTE:** Attendance at an Information Session is not required and does not have any bearing on your application.

Questions? E-mail new.orsl@utoronto.ca or call 416-978-8875

**DEADLINE:** Friday, January 15, 2020 @ 9:00am EST
New College Residence Dons

New College is seeking driven individuals to act as Residence Dons for the 2020-2021 academic year.

We are looking for Residence Dons who will be representative of the diverse student population that lives in residence. Applicants must have a strong understanding of the residence experience. Applicants should be students who have completed at least 2 years of full time study at the University of Toronto or second entry students can demonstrate significant leadership and community involvement experience. Graduate applicants are welcome.

We have a total of 21 Dons (21 House Dons, 3 of which are also Lead Dons) working across 3 buildings (Wilson Hall, Wetmore Hall, and 45 Willcocks). Dons live in residence and are responsible for offering support, leadership, and guidance to approximately 40-50 undergraduate students, as well as being an active participant in the residence and New College community.

General Information about New College Residence:

- New College Residence houses Arts and Science students and students from professional faculties (including Engineering, KPE, and Architecture). The first-year to upper-year ratio is approximately 70:30.
- Remuneration includes a suite for single accommodation (which includes a living room, bedroom, bathroom, and kitchenette) and a full meal plan (early September to end of April).
- Each Don is responsible for a ‘House’ of approximately 40-50 students.
- New College Dons act as liaisons for the Office of Residence and Student Life, under the guidance of the Dean of Residence and Student Life, and report directly to the Assistant Dean of Residence Life.

Residence Dons will be expected to fulfill a wide variety of roles including, but not limited to:

- **All Dons are required to attend a full-time training program during the month of August**
- **All Dons are required to move into residence on Friday, August 21, 2020. Lead Dons will move into residence on Wednesday, August 19, 2020.**
  - Dons act as role models and engaged community leaders and play an active role in building community.
  - Dons are required to actively support residence council initiatives and plan their own program of community building and educational events/activities for their House and the residence community.
  - Dons are expected to respond to emergencies in their own Houses and to serve as “Don-on-Duty” for all 3 New College Residence buildings for 3-6 nights a month, including weekends and holidays.
  - Dons need to be a consistent and supportive presence in the residence community.
  - Dons are not academic tutors but do provide some academic assistance and resources to residents.
  - Dons are expected to set aside one evening a week when they will be available for approximately 3 hours for students to drop in to discuss academic and/or personal concerns, or to check in and socialize.

Position Requirements:

- Residence Dons must be enrolled in a full-time graduate or undergraduate academic program at the University of Toronto St. George Campus in the 2020-2021 academic year.
- Applicants must be students who have completed at least 2 years of full time study at the University of Toronto. Applicants must be in good academic standing (i.e. CumGPA of 2.0 or higher).
- Applicants with experience living in residence are highly desirable.
- Ideal applicants will exhibit maturity, a commitment to equity and inclusion, and will demonstrate creativity and innovation. They will have a significant amount of leadership and community engagement experience.
- Successful applicants must be available to attend a substantial two-week pre-service training that begins Saturday, August 22nd, 2020. There are no exceptions. In addition, it is expected that residence dons will be assigned program commitments for residence move-in, residence orientation, New Student Orientation, and during the first two weeks of classes.

**DEADLINE:** Friday, January 15, 2020 @ 9:00am EST
New College Residence Academic Programmers (RAPs)

New College is looking for several dynamic individuals to join our team of Residence Academic Programmers (RAPs) for the 2020-2021 academic year.

We are looking for Residence Academic Programmers (RAPs) who will be representative of the diverse population that lives in residence. Applicants must have a strong understanding of the residence experience. Applicants should be upper year undergraduate students who have completed at least one year of full-time study at the University of Toronto, committed to living in New College Residence, and can demonstrate significant leadership experience and maturity. All three of these conditions must be met for consideration. Applications for RAPs are limited to those students enrolled full-time in undergraduate programs only at the University of Toronto St. George Campus.

This exciting and challenging position requires individuals who will act as responsible student leaders and role models while offering support, guidance, and mentorship to residents in their mentoring community (usually between 80-100 students). The role of a RAP is focused on connecting students with college resources focused on the four pillars of university resilience: (1) academic success, (2) cultural transition, (3) health and wellness, and (4) career preparation. Successful applicants help contribute to a busy and vibrant community by working collaboratively with the residence dons and the house councils.

Successful candidates will move into residence on Friday, August 27, 2020 and begin training on Saturday, August 28, 2020 through Thursday, September 3, 2020. RAPs will receive comprehensive training and gain practical experience in program development, mentoring, community building, and leadership. In return for their services, RAPs will be provided with $2,000 towards the cost of a single room in residence. The single room accommodations will be assigned based on the community to which the RAP is assigned. This decision is made by the Office of Residence and Student Life (ORSL). RAPs are still liable for the balance of their room and board costs.

New College is particularly interested in receiving applications from candidates with experience in student leadership, mentoring programs, organizing or participating in extracurricular or co-curricular clubs, course unions, or student societies and who would enjoy sharing their experiences with undergraduate students. New College houses students from all faculties within the university; therefore we seek to recruit RAPs from a wide variety of disciplines. RAP applicants must be enrolled for the 2020-2021 academic session and commit to living in residence at New College. All undergraduate applicants must be in good academic standing at the time of application (i.e. CumGPA of 2.0 or higher).

DEADLINE: Friday, January 15, 2020 @ 9:00am EST