

Lead Residence Don

Date Posted: July 15, 2025

Faculty/Division: New College

About Us:

Opened in 1962, New College has a long-standing commitment to social justice, and to supporting its diverse body of 6000 undergraduate students to excel intellectually and to engage in the wider community. New College supports four interdisciplinary undergraduate programs - African Studies, Buddhist Mental Health and Psychology, Caribbean Studies, and Equity Studies - and houses two departments (Human Biology and Women and Gender Studies). New College prioritizes personal attention to students, innovative interdisciplinary programs, links with professional faculties, career mentorship, and community outreach initiatives. The College has built a rich learning community for students including academic support, amenities for studying and social interaction, and opportunities for co-curricular and community engagement. The College offers a spirited and challenging environment for students to have the opportunity to broaden their experience, create life plans, and meet others from different fields. New College is a friendly, welcoming and informal community that places a high priority on student support services and encourages diversity. For more information on New College, see <http://www.newcollege.utoronto.ca>.

Your Opportunity:

Reporting to the Manager, Residence Life, the Lead Residence Don is a para-professional role that works with a team of 21 Dons (13 residence dons and 5 Living-Learning community (LLC) residence dons) to support the New College Residence Community. The Lead Residence Don is assigned to a 'house' (residence community) of approximately 40-50 undergraduate students, which they will most directly support by providing monthly programming, referrals to campus and community resources, participating in a rotating on-call schedule, and addressing behavioural concerns. The Lead Residence Don will support and facilitate residence-wide programming, act as a positive role model within the community, and maintain a strong presence and high level of visibility, accessibility, and approachability within the residence. In addition to these responsibilities, the Lead Residence Don will be responsible for supporting the building team (dons), facilitating staff team socials, assisting with training, coordinating building-wide programming, and other duties as outlined in the Lead Residence Don job posting.

As a member of the Office of Residence and Student Life (ORSL), the Lead Residence Don will be committed to an equity that recognizes, supports, and responds to the diverse histories, lived and marginalized experiences of students and many communities.

This is a unionized position as part of the United Steelworkers, Local 1998 – College Residence Dons Unit.

Core Responsibilities:

- Attend a full-time training program during August
- Provide a consistent and supportive presence in the residence community
- Provide support to a community of approximately 40-50 undergraduate students by facilitating one-on-one conversations and providing referrals to campus and community resources

- Actively support residence council initiatives, and plan community building and/or educational events/activities for their residence community, as well as the greater residence community
- Respond to emergencies in assigned residence community
- Participate in a rotating on-call schedule for all three New College Residence buildings for 3-5 nights a month, including weekends and holidays from 8:30 PM to 8:30 AM.
 - Must be available to respond onsite as soon as possible and in any event, within 10 minutes following initial contact for the entirety of the DOD shift, carrying the bag and phone for the duration of the shift.

Qualifications:

- At least 1 year of previous donning experience, New College experience preferred
- Successful applicants must commit to making residence their primary home for the academic year. This means that they must:
 - Be University of Toronto students enrolled in a minimum of 3.0 FCEs, with a minimum of 3 courses in each of the Fall and Winter semesters, or comparable course load in a registered faculty, in good academic standing (minimum annual grade point average of 2.0); Students on PEY or coop placement are determined to not meet the minimum criteria and therefore are not eligible for residence.
 - Have no outstanding balance on ACORN as of May 2025
- Previous experience living in residence is required
- Demonstrated maturity, commitment to equity and inclusion, creativity, and innovation.
- Leadership and community engagement experience
- Successful applicants must be available to attend a substantial two-week pre-service training program that will occur from August 11th – 22nd, 2025. There are no exceptions. In addition, it is expected that Residence Dons will be assigned program commitments for move-in, orientation, and during the first two weeks of classes.
- Standard First Aid & CPR-C certification valid until May 1, 2026, must be possessed for the duration of employment

Exclusions:

- Ineligibility to live in residence as per the criteria listed above.

Mandatory Training Dates:

- August 11 – 22nd, 2025 – Pre-Service Training
- January 17th, 2026 – In-Service Training

Term of Employment Contract: August 9th, 2025 - May 1, 2026

Closing Date: July 22, 2025 at 11:59 PM

Compensation: Compensation will be provided in accordance with Article 18 of the Collective Agreement. A summary of these wages are as follows:

- A regular monthly wage installment pro-rated for any period of residence closure (e.g., December or January etc.) or any partial month of employment;

- Lead Dons will be entitled to an increase in the recurring monthly wage installment set out in Article 18.01 by \$187.50, less applicable deductions, pro-rated for any period of residence closure (e.g. December or January, etc.) or any partial month of employment.
- Consent to a monthly deduction from your regular monthly wages for the cost of your room
- A one-time payment of \$500.00, less applicable deductions, for the month of August;
- Special payments during the University's winter holiday closure period (when the regular monthly amounts are not payable) in the amount of \$150.00, less applicable deductions, per day of work scheduled by the College during this period, save and except for Christmas Day, Boxing Day, and New Year's Day – during each of which the payment will be \$200.00, less applicable deductions.
- "For further information on remuneration for this position please refer to Article 18 of the MOA – College Residence Dons: https://people.utoronto.ca/wp-content/uploads/2021/10/MOA_USW_College-Residence-Dons-Unit.pdf

Diversity Statement

The University of Toronto embraces Diversity and is building a culture of belonging that increases our capacity to effectively address and serve the interests of our global community. We strongly encourage applications from Indigenous Peoples, Black and racialized persons, women, persons with disabilities, and people of diverse sexual and gender identities. We value applicants who have demonstrated a commitment to equity, diversity and inclusion and recognize that diverse perspectives, experiences, and expertise are essential to strengthening our academic mission.