



USC VP Student Engagement

Purpose of the USC

To enhance the educational experience and quality of life for undergraduates at the University of Western Ontario.

Position Summary

The Vice President of Student Engagement acts as the primary liaison between the student body and the USC, ensuring student voices drive organizational decision-making and programming. In this position, the VP SE will regularly meet with students and attend events to gather feedback and communicate it to staff to inform USC strategies and operations. Collaborating with the USC executive team and the Student Engagement portfolio, they design engagement strategies, amplify the USC's story through branding initiatives, and ensure all efforts reflect the evolving needs and interests of the diverse student body.

Direct Reports (6)

AVPs - Student Engagement (1)

Coordinators - Community Engagement (x2), Brand Journalism (x2), Indigenous Relations

General Responsibilities

- Supervise and lead a portfolio which consists of one AVP and five Coordinators
 - Coordinating and approving programming/campaigns
 - Day-to-day logistical support
 - Conflict management
 - Community outreach
 - Guide tasks and projects
 - General resource
- Accountable for creating a two-way line of communication between students and the USC
- Bring forth student opinions and concerns to key decision-makers at the USC
- Lead and create Community Engagement initiatives such as USC in the Wild, the State of the USC, the Correspondents Dinner, and more
- Adheres to a student engagement strategy to consult students, involve them in USC decision-making, and empower the student community at Western
- Adhere to flexible working hours to meet students where they are at, ensuring availability during times that align with student schedules



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- Routinely attend student events such as faculty council meetings, club events, community roundtables etc.
- Work with the USC staff and Student Engagement portfolio to focus on ways to create further awareness of USC programs and services.
- Responsible for telling the “USC’s Story” through the USC Voice, proactive media, branding initiatives, and campaigns.
- Meet with USC executive team to help design a proactive engagement strategy around both new and existing USC initiatives

Qualifications

- *Project Management Skills:* Identifies project needs, develops plans, mobilizes resources, adapts to changing circumstances, sets priorities and manages time in order to meet deadlines. Detail-oriented with a strong sense of follow-through.
- *Receptiveness to Diverse Perspectives:* Have an openness to a variety of student opinions and feedback.
- *Exceptional listening skills:* Be able to actively listen to and integrate the student voice to ensure that the USC’s programming and strategies align with the unique needs and interests of all students.
- *Interpersonal Skills:* Demonstrates exceptional interpersonal skills by fostering trust, building meaningful connections, and effectively communicating to students and stakeholders
- *Team Facilitation:* Provide consistent leadership and support to a project-based team of full-time students.
- *Collaborative Mindset:* Utilize exceptional teamwork skills to effectively partner with USC staff and student leaders.
- *Creativity:* Develop innovative community engagement initiatives, storytelling campaigns, and branding efforts. The ability to think outside the box ensures that USC programs are engaging.
- *Evaluative and Analytical:* Understands and appreciates the value of metrics, survey results, and community-derived data.
- *Adaptable and Resilient:* Flexible regarding work time and hours and able to integrate last-minute adjustments.
- *Proactivity:* Anticipates, understands and strategizes around public relations needs instead of reacting to events and circumstances. Takes initiative to assist other areas in the USC with public education campaigns.



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- *Systemic Thinking*: Thinks tactically and with foresight, identifying trends and priorities. Comfortable working in politically charged bureaucratic environments.
- *Professionalism and Discretion*: Uses diplomacy and respect when engaging with inquiries and concerns.
- Must be an undergraduate student at Western University.

Interviews

The posting for this position will close on February 12th at 11:59pm.

First round of interviews will be taking place between March 3rd and March 14th. The first interview will consist of several behavioural and situational questions related to the position.

Candidates that are successful from the first round of interviews will be asked to attend the second (and final) round of interviews which will be taking place the week of between March 17th and 28th, 2025. For this interview, you will be provided with the President-Elect's platform and asked to create a short presentation on how you would support their initiatives.

The successful candidate will be selected by March 31st, 2025, with the shadow period beginning on Monday April 1, 2025.

Compensation

For April 1st to May 31st, 2025 you will receive compensation based on the F2025 annual salary of \$47,716.

For the month of April you will receive payment for 35 hours per pay period (April 1–15 and April 16–30) for a total of \$994.09 paid on each deposit date (April 10th and 25th).

For the month of May you will receive payment for a standard work week of 35 hours for the purposes of executive transition, for a total of \$1988.18 paid on each deposit date (May 10th and 25th).

2025/2026 (F2026) salaries are subject to change based on approval of the budget. Based on our budget submission, this position will receive an annual salary of



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\$50,101.80 based on a standard work week of 35 hours from June 1st, 2025 through May 31st, 2026.

In addition, upon successful submission of a final report (due August 31, 2026) you will receive a one time final report payment of one week's salary based on the F2026 annual salary.

Please Note: Only successful candidates will be contacted for an interview(s).

The University Students' Council of the University of Western Ontario is an equal opportunity employer. The USC is committed to providing accommodations to those with disabilities. If you require an accommodation, we will work with you to meet your needs.