

Tl'etl'axel Leader (Volunteer /previously known as Orientation Ambassador Leads)

Position Type: Volunteer

Term: May 2025 to May, 2026, (approximately 7-9 hours per month)

Direct Supervisor: Orientation Student Assistant & Student Transition & Engagement Coordinator

ABOUT THE PROGRAM

Tl'etl'axel: Student Orientation seeks to deliver coordinated and cohesive programming for new-to-UFV students that supports their holistic success and reflects UFV's fundamental values. The mission of Tl'etl'axel: Student Orientation Programming is to support the personal, academic, and professional development of new students by offering inclusive and comprehensive programming.

Tl'etl'axel Leaders are exceptionally passionate and experienced in welcoming new students to campus and act as role models to their fellow Orientation Ambassadors. They motivate and set a positive example, representing the needs of the volunteers, providing key feedback regarding event planning for Day ONE (in-person orientation), and leading their fellow Orientation Ambassadors in training and Tl'etl'axel event activities.

PRIMARY ROLE

Tl'etl'axel Leaders play a key role in facilitating the mission of Tl'etl'axel: Student Orientation by supporting the planning and coordination of event activities and helping manage 30-80 Orientation Ambassadors during trainings and events. They assist in recruiting, managing, and motivating the Orientation Ambassadors and act as the voice of the Ambassadors, helping prepare them for Day ONE.

RESPONSIBILITIES

- Support the recruitment of new Orientation Ambassadors.
- Co-lead the Orientation Ambassadors training.
- Lead teams of Orientation Ambassadors at Day ONE.
- Support efforts to improve Ask Me Stations or Welcome Week activities.
- Attend Orientation team monthly meetings with the Coordinator & Assistant of Student Transition & Engagement to help plan New Student Orientation & Trainings for Orientation Ambassadors.
- Provide campus tours to new-to-UFV students at orientation events in Fall and Winter.
- Plan fun, social events for Orientation Ambassadors.
- Assist with all aspects of orientation events, including planning, set-up, answering questions, wayfinding, and clean-up.
- Help organize and facilitate the Ask Me Stations for at least 5 hours per semester.
- Represent the Student Ambassador program at various campus events.
- Complete required online and in-person training.
- Adhere to British Columbia's Freedom of Information and Protection of Privacy Act (FIPPA) and to all UFV and Student Experience Office policies and guidelines.

QUALIFICATIONS

- Current UFV student in good academic standing.
- Demonstrated a history of Campus Engagement, ideally through the Orientation Ambassador Program.
- Excellent interpersonal and communication skills.
- Commitment to diversity and inclusion.
- Reliable, responsible, and professional.
- Genuine enthusiasm for and knowledge of the UFV community.
- Must be available on the following dates for 2025/26:
 - Monthly meetings (TBD by team)
 - Orientation Ambassador Training: Two trainings each in Summer, Fall, Winter
 - In-person Student Experience Office training: Dates to be determined
 - Day ONE: September 3, 2025, January 3, 2026