

Dear Applicant,

Thank you for your interest in volunteering with the University of Alberta Sexual Assault Centre Education Program! For more than 25 years the Centre has provided students volunteer opportunities focused on how they can make a difference in the lives of individuals and their community. With your help, we will continue to work towards creating a campus community free of sexual violence. We welcome applications to our volunteer programs from all interested persons, including First Nations, Métis and Inuit persons, people of colour, people experiencing disabilities, and people of any sexual orientation or gender identity and expression.

The main responsibility of **Education Volunteers** is to co-facilitate our anti-sexual violence education workshop ('Working for Change') to fellow U of A students throughout the academic year. To adequately prepare volunteers, you will be **required** to attend our 50-hour Education Volunteer Training. This training reaffirms our commitment to provide consistent, quality service to a variety of campus groups, and provides a safe space where participants can meet new people with similar passions and interests, and foster their support skills while learning from the experiences of others. Below are the tentative dates for the 2018-2019 training sessions.

<b>Dates</b>	<b>Times</b>
Thursday, August 8, 2019	5:15 - 9:00 p.m.
Saturday, August 10, 2019	9:00 a.m. - 6:00 p.m.
Monday, August 12, 2019	5:15 - 9:00 p.m.
Wednesday, August 14, 2019	5:15 - 9:00 p.m.
Saturday, August 17, 2019	9:00 a.m. - 6:00 p.m.
Tuesday, August 20, 2019	5:15 - 9:00 p.m.
Thursday, August 22, 2019	5:15 - 9:00 p.m.
Tuesday, August 27, 2019	5:15 - 9:00 p.m.
Quiz is on Wednesday, August 28	5:15 - 6:30 p.m.
Thursday, September 5, 2019	5:15 - 7:00 p.m.
Friday, September 6, 2019	5:15 - 9:00 p.m.

Plus a 2-hour time commitment between 9:00 - 5:00 p.m. on August 28, 29, or 30, 2019.\*Training dates are subject to change.

Carefully read through the attached information package to ensure that you understand and are comfortable with its contents prior to applying. Kindly apply to only **one** Volunteer position (i.e. **Education Volunteer** or **Crisis Intervention Volunteer**). Completed applications can be submitted via Google Form on our website at [ualberta.ca/current-students/sexual-assault-centre](http://ualberta.ca/current-students/sexual-assault-centre). We will begin accepting applications in February. Successful applicants will be contacted between February - May to arrange a follow-up interview.

Thank you again for your interest in volunteering with us-our service depends on the passion of dedicated individuals like yourself! For further inquiries, please contact us directly.

Best,  
Sherani Sivakumar & Daniela Chávez  
Education Programme Coordinators  
780-492-9856 | [volcoord@ualberta.ca](mailto:volcoord@ualberta.ca)

# U of A Sexual Assault Centre - General Information

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## Who We Are

The University of Alberta Sexual Assault Centre actively works towards creating a campus community free of sexual violence. We operate from a feminist, anti-oppressive, intersectional, trauma-informed, and client-centred framework. We also recognize the Centre's ongoing occupation of Treaty Six Papaschase territory in Amiskwaciy-waskahikan (Edmonton), and understand our participation in this colonial project complicates our relationship to anti-sexual violence prevention and education work.

## Our Mission

To empower the campus community to challenge sexual violence through peer-education, community-driven awareness initiatives, and person-centred support.

## Our Values

- Recognizing, respecting and honouring various intersections of being in an attempt to be safe(r) and more accessible to the people who occupy those intersections;
- Centering the lived experiences of those who have endured sexual violence;
- Unconditional, non-judgemental, non-directive support for survivors and their choices for recovery;
- Self-advocacy;
- Emotional expression in all its forms;
- The contributions of all of those engaged in anti-sexual violence activism before us, and all of those who will continue this work long after we are gone;
- Community-driven prevention and education efforts;
- The self-knowledge, resiliency, and tremendous capacity for change that students possess;
- Creating environments that encourage and facilitate a commitment to continual learning, growth, and understanding;
- Fostering collaborative, sustainable relationships throughout the community; and
- Individual, community, and institutional accountability.

## What We Do

- Confidential and anonymous drop-in, telephone, or email crisis support and information for those affected by sexual assault or abuse, sexual harassment, relationship violence, stalking, or anyone who is supporting someone through any of those experiences;
- Options, referrals, and resources;
- Comprehensive counseling and psychological services;
- Support and information for partners, friends, and family;
- Accompaniment and advocacy for individuals who choose to seek medical attention; decide to report to the police or U of A Protective Services; are involved in a court process or similar proceedings at the U of A; or are seeking institutional accommodation;
- Advising services for faculty and staff;
- Awareness initiatives as well as education and prevention workshops on sexual violence;
- Volunteer opportunities.

All services are free of charge and are available to faculty, staff, and students of all genders, sexualities, abilities, races, bodies, and spiritualities.

## Volunteer Policies

Every volunteer at the Centre must abide by the following policies to ensure that they are able to meet the needs of our service and the broader campus community.

**Volunteers must be comfortable with and able to:**

- Provide services to persons of all ethnicities, cultural heritages, religious backgrounds, genders, sexual orientations, and abilities;
- discussing options (of adoption, abortion, and parenting) without judgment to anyone who presents with concerns of pregnancy;
- Maintain confidentiality both during and after volunteering at the Centre;
- Volunteer for a period of one academic year (September through April);
- Educate oneself on what consent is and is not, partaking in consensual encounters with every partner, and engaging in community accountability processes if ever accused of an act of sexual violence.

**Volunteers cannot:**

- Have used the Centre's support services regarding a personal experience of sexual violence within the last year;
- Act as a representative of the Centre without successfully completing an interview, reference checks, the Edmonton Police Service's Security Clearance Check, and all Volunteer Training.

# Position Information

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Reporting to two Education Program Coordinators, volunteers with the University of Alberta Sexual Assault Centre Education Program are responsible for assisting in the development, promotion, evaluation, and facilitation of anti-sexual assault education and awareness workshops at the U of A. The Education Program Coordinators provide supervision, support, and mentorship to the Education Volunteers.

## Goals

- Provide education and awareness regarding the issue of sexual violence to the campus community and foster public speaking skills.

## Commitment

- 50 hours of mandatory Education Volunteer Training;
- 10 to 15 hrs/mth facilitating anti-sexual violence education presentations across campus;
- Regular attendance at Education Program Meetings (approx. 4 per academic year);
- Minimum one academic year (September – April).
- Work on education related projects as necessary.
- Participate in community outreach initiatives as required.

## Qualifications

- Over 18 years of age at the time of application;
- In support of, and alignment with the mandate, mission, and values of the Centre;
- Possess and develop a nuanced and current understanding of the issue of sexual violence;
- Maintain a high level of professionalism, organisation, and punctuality;
- Openness to learning and receiving constructive feedback;
- Ability to work in a team;
- Possess and develop public speaking and group facilitation skills;
- Energetic, creative, flexible and motivated to act as an agent of social change.

## Responsibilities

- Regularly facilitate 50- and 80-minute anti-sexual violence workshops for various groups on campus;
- Sign up for workshops in a timely manner;
- Prepare for and communicate with co-facilitator about logistics of workshops prior to facilitating;
- Arrive punctually at assigned workshops;
- Debrief all workshops with an Education Program Coordinator;
- Offer and accept constructive feedback as appropriate;
- Complete and compile evaluations and statistical forms as required;
- Attend regular Education Team meetings;
- Attend Annual General Meeting (early January);
- Maintain confidentiality of staff, fellow volunteers, and individuals seeking support after workshops.
- Or working on educational related projects as assigned.

## **Resources**

- Volunteer Training Workbook;
- 50-hour Education Team Volunteer Training;
- Online Training Modules;
- Centre handouts and pamphlets;
- Regular Education Team Meetings;
- Access to the expertise of staff and fellow volunteers.

## **Benefits**

- Gain and develop confidence and skills in public speaking;
- Acquire and share knowledge about sexual violence with the campus community;
- Be an agent of social change.

## **Potential Concerns**

- Coping with and responding to challenging questions from audience members, as well as dealing with potential disclosures after facilitating a presentation.