



Student Experience Office
Employment Opportunity

Position: SOAR Peer Ambassador



Key Duties

The SOAR Peer Ambassador will:

- Create a warm and welcoming virtual environment for all attendees
- Assist with program implementation and event coordination of virtual socials
- Assist with the logistics of program components, such as 1:1 student engagement events
- Share their experiences as a Queen's student with incoming students and parents/supporters
- Respond to questions from attendees regarding resources, campus life, academics, etc.
- Support the creation of videos and graphics to share advice and tips about university life to be used on Viva Engage, SEO Instagram and TikTok and the SEO Website

Job Requirements & Eligibility

The SOAR Peer Ambassador must:

- Be a registered Queen's student and remain in good academic standing for the duration of their work term
- Be legally entitled to work in Canada; International students must hold a valid study permit
- Exercise good judgement and sound reasoning
- Be resourceful, and willing to take initiative
- Demonstrate creative problem-solving skills
- Demonstrate a high level of professionalism
- Possess excellent interpersonal and communication skills
- Be comfortable speaking to large groups and initiating conversations via online outreach and virtual meetings
- Be knowledgeable about the University, its administrative processes, and the various programs and support services/resources that are available to students

Time Commitment

Successful candidates must be available on Queen's campus on the following dates:

- Training dates: June 16th - 19th (5-6 hours per day, mandatory in-person), plus 1.5 hours of online asynchronous training

Successful candidates will have the option to work in a hybrid fashion during the SOAR Programming – with an option to be in-office (on campus during business hours 8am-4pm) or working remotely

- SOAR program dates: July 7th - 31st, working approximately 12 hours/week, including evenings and weekends
- Peer Ambassadors will have flexible hours that work with their schedule

Overall, Peer Ambassadors can expect to work approximately 72 hours each from June 16 to August 1, 2025

