



BCIT Student Life Ambassador Job Posting

Position: Student Life Ambassador

Department: BCIT | Student Success | Student Life Office

WHO ARE WE

BCIT's Student Life Office enhances student success and wellbeing by connecting students to services, supports, and resources while creating welcoming inclusive environments.

We are looking for student employees to join our team June 1 – April 9.

POSITION DESCRIPTION

Student Life Ambassadors are an important part of the BCIT community. These student employees connect fellow students with services, supports, and resources. This is primarily accomplished by hosting in-person events. Additional duties include creating digital and printed content, presenting slides, speaking on panels, and taking part in working groups.

SKILLS

- Strong interpersonal skills
- Tact, maturity, and professionalism
- Effective time management
- Collaborative
- Comfortable taking initiative
- Problem Solver
- Inclusive
- Community Oriented

RESPONSIBILITIES

- Create a welcoming inclusive environment for all BCIT students.
- Lead Burnaby campus tours and events on all BCIT campuses.
- Answer questions by providing accurate and appropriate information.
- Connect students with BCIT services, supports, and resources.
- Create printed and digital content.
- Represent the student experience and the Student Life Office during meetings and presentations.

REQUIRED QUALIFICATIONS

- Current BCIT student and will remain so until the end of the contract, April 9, 2027.
- A minimum of one year as a recent BCIT student, plus grade 12 or equivalent.
- Both flexible learners (part-time) and cohort (full-time) students wanted.

PREFERED QUALIFICATIONS

- Previous experience in leadership, event planning, or community engagement is an asset.

TIME COMMITMENT

- This is a contract-based role taking place June 2026 – April 2027 requiring a commitment of 5 to 20 hours per week.
- Must be available to work a mix of daytime hours. Shifts usually take place between 10:00am and 5:00pm on weekdays with occasional evenings, early mornings, and weekends.
- One-hour mandatory weekly team meeting.
- 1:1 check-in with supervisor each term.

MANDATORY SHIFTS

- June 1 – 3, a single, one hour virtual 1:1 meeting with supervisor between 10:00am and 5:00pm.
- June 1 – 11, thirty hours of self-led online training.
- June 15 – 18 and June 22 – 25, in-person training 10:00am – 3:00pm.
- August 17 – 20 and August 24 – 27, 9:45am – 2:15pm Burnaby campus
- September 1 – 5, 9:00am – 1:00pm on the Burnaby campus.
- September – April, Wednesdays 2:30pm – 5:00pm on the Burnaby campus. Excluding school breaks and STAT holidays.

EQUITY

The Student Life Office aims to reflect the diversity and lived experiences of students across all campuses. We actively encourage applications from members of groups with historical and/or current barriers to equity, including, but not limited to, sexual orientation, gender, gender identity or expression, racialization, disability, political beliefs, religion, marital or family status, age and/or status as a First Nation, Metis, Inuit or Indigenous person. We recognize that many of these identities intersect and that therefore, equity, diversity and inclusion can be complex.

COMPENSATION

\$18.25, plus an additional 6% in lieu of vacation, plus \$1.25 / hour in lieu of health and welfare benefits.

APPLY FOR THE POSITION OF BCIT STUDENT LIFE AMBASSADOR

Visit bcit.ca/StudentLifeAmbassadors to access the application form which includes detailed instructions. Applications must be submitted by 11:59pm on April 7. Please note, late submissions will not be considered.