



Community Life Representative - Events

Department: Department of Student Development
Supervisor: Community Life Coordinator (Undergraduate)
Time Commitment: August 24, 2025 to April 10, 2026

Position Summary:

The Community Life Representative (CLR) - Events is an executive position within the Tyndale University Undergrad Student Association (TUUSA) Council. As an executive member the Representative is responsible for promoting the vision and mission of the Council and to represent the student body. As a student leader they are responsible to model and uphold the standards set in the Tyndale Student Handbook and to strive for excellence in their academics.

The Community Life Representative - Events is primarily responsible to support, encourage, advise, and lead the Event Organizers (EO) and ensuring the success of the campus wide events for undergraduate students.

The Community Life Representative- Events is responsible to the student body, the President of the TUUSA Council, and Student Life.

Student Leadership Responsibilities:

- Attend spring, fall, and winter student leadership training sessions
- Attend fall and winter student leadership retreats
- Attend monthly student leadership team meetings
- Meet regularly with the President of the TUUSA Council
- Meet regularly with the Community Life Coordinator (Undergraduate)
- Assist with facilitating different activities during Orientation Week
- Attend and assist with facilitating activities during U Getaway
- Attend chapels and community gatherings on a regular basis

Appointment Responsibilities:

- Meet regularly with the Executive team
- Lead, encourage, support, and advise the EO's
 - Meet with the EO's one-on-one once a semester
 - Ensure they are working well as a team and are team players
- Lead weekly meetings with the EO's as the team plans, facilitates, and implements events throughout the academic year
- Work with the CLR – Marketing and Communications to develop marketing material for EO events

- Coordinate with the Community Life Coordinator to ensure spaces and resources are properly booked for events
- Lead the EO's on event days with delegating responsibilities and tasks to ensure that events run smoothly
- Assist in running Student Life events such as Preview Weekend, Fall Coffee House, and House Challenges as needed
- This service opportunity will demand a minimum of 8 hours a week each semester

Qualifications

- A cumulative GPA of 2.30 and a current GPA of 2.00. If the student's cumulative GPA is less than 2.3 then the student must have a current GPA of 2.7.
- Good financial standing with Tyndale.
- Good standing with chapel attendance.
- Able to return to campus before fall and winter semesters start for training and/or retreats
- Able to take initiative, think creatively, and organized.
- Must be detail oriented and have strong communication skills.
- Be a good role model for students.
- Commitment to Tyndale's mission and vision.
- Desire for personal growth
- Previous Leadership experience.
- Professing Christian with demonstrated spiritual maturity.
- Uphold and adhere to the statements, standards, and guidelines set out in the Student Handbook.
- Conflict resolution is beneficial.

Revised December 2024