

## **What is an Off Campus Assistant?**

The Off Campus Assistant is a volunteer Student Leadership position serving directly under the Off Campus Coordinator and alongside the ASB Commuter Liaison. Off Campus Assistants are chosen each year to serve the commuter population at TMU by facilitating community and service among the commuters and to connect them to the larger student body on campus.

## **How do I know if being an Off Campus Assistant is right for me?**

An Off Campus Assistant should be characterized by:

- An evident pursuit of Christ-likeness in both word and deed.
- A pattern of humility, faithfulness, and teachability.
- A growing expression of selfless service and an eagerness to lead.
- A blend of creativity, flexibility and initiative in programs and relationships.

## **What are the Off Campus Assistant responsibilities?**

- Cultivate unity among the commuters through envisioning and organizing commuter events and facilitating service opportunities.
- Connect commuters to the campus community through frequent communication of announcements for on and off campus events and activities (i.e. newsletter, email blast, sign posting, text messaging, etc.) and by acting as a liaison between Student Care and the commuter student population.
- Initiate opportunities with commuter students that would facilitate relationships characterized by mutual encouragement and care for one another.
- Participate in the weekly gender-specific TMU Off Campus Small Group, helping to co-lead under your respective Off Campus Coordinator.
- Assist in commuter-related administrative tasks.
- Assist in overseeing the Off Campus Lounge

## **What meetings are expected?**

- Weekly one-on-one meeting with your gender specific Off Campus Coordinator
- Weekly meeting with gender specific Off Campus Assistant Team
- Student Leadership Staff Meetings
- Spend time weekly in the Off Campus Lounge

## **How many hours will this commitment involve?**

This position will involve 5 volunteer hours a week.

## **Am I allowed to serve in any other position on Student Leadership while in this position?**

Yes, with the approval of your gender-specific Off Campus Coordinator.

## **Is there a scholarship involved?**

No, this is a volunteer position.

## **What do I do if I have more questions?**

Contact the Off Campus Coordinator at [offcampuslife@masters.edu](mailto:offcampuslife@masters.edu)