

Cultural Assistant

La Maison Française,

Division of Continuing Studies, University of Victoria
(CUPE 4163)

Contract dates: Full-time from Monday, June 24 2019 to Sunday, August 4 2019

The Language Programs Coordinator (Division of Continuing Studies, University of Victoria) is seeking Cultural Assistants for the intensive French immersion program *La Maison Française* (LMF).

LMF is aimed at French as Second Language adult learners from across Canada and various corners of the world. Our students come to Victoria to experience the culture of west coast of Canada – while immersing themselves in LMF’s Francophone and Francophile community to improve their French language competencies. Our program focuses on intensive learning of French through classroom instruction, workshops and sociocultural activities.

Reporting to the Chief Cultural Assistant and the Language Programs Coordinator, Cultural Assistants are responsible for the organization and facilitation of cultural and language-oriented workshops and sociocultural activities on afternoons, evenings and weekends. Cultural Assistants are responsible for creating an entirely French language environment and ensuring students abide by the rule to speak only in French.

Required skills / characteristics:

- Minimum 19 years of age
- Native-level proficiency in French
- Strong familiarity with Francophone culture(s), and desire to share this with others
- Ability to work effectively both as part of a team and independently
- Friendly, outgoing personality
- Strong organizational and time-management skills
- Experience in organizing activities / workshops
- Ability to adapt to change in a dynamic, fast-paced environment
- Strong cross-cultural communication skills
- Talent or expertise in a specific area that could lend itself to workshop activities (music, sports, visual and performing arts, Canadian and French Canadian history, history and culture of Indigenous peoples of Canada, environmental conservation, human rights awareness)

Desirable skills / characteristics:

- Proven leadership skills
- Recent experience working with recreation programs or as a camp counselor
- Strong familiarity with the Explore bursary program
- Experience as a staff member or a student in a language immersion program
- Valid Canadian driver's license and First Aid Certificate

Starting salary:

New LMF Cultural Assistants – \$15.15 per hour (June) \$15.31 (July-August) plus 4% vacation pay, plus accommodation and meal plan.

Returning LMF Cultural Assistants - \$15.54 per hour (June) \$15.69 (July-August), plus 4% vacation pay, plus accommodation and meal plan.

Please submit your c.v., cover letter and the names and phone numbers of three references to french@uvcs.uvic.ca.

DEADLINE to apply: Friday, February 22. Interviewing will begin toward the end of February into early March.

Only successful candidates will be notified for interviews.

As per the CUPE 4163 collective agreement, preference in hiring will be given to University of Victoria students and individuals previously employed as LMF Cultural Assistants. In your cover letter, please indicate your student status and student number.

The University of Victoria is an equity employer and encourages applications from women, persons with disabilities, visible minorities, aboriginal peoples, people of all sexual orientations and genders, and others who may contribute to the future diversification of the university.

Questions?

Please contact (by phone or email) Philippe Provencher, Language Programs Coordinator, at 1-250-721-8511 or Languages.Coordinator@uvic.ca.