**Overview:**

This Committee is a subcommittee of the Programs and Services Committee charged with overseeing the Refugee Student Program.

This Committee is an assembly of Students’ Union Executives, Faculty Representatives and students-at-large, along with University of Calgary and Students’ Union staff who support sponsored students in the Refugee Student Program at the University of Calgary aligning with the Constitution of World University Service Canada (WUSC) and all relevant campus stakeholders.

This Committee ensures compliance with the Refugee Student Program terms, help sponsored students integrate into university life, offer academic and social support, and facilitate communication to address concerns. They also collaborate with Residence Services for on-campus sponsored student support.

All committee matters are reported to the Programs and Services Committee.

**Supervisor:**

Michael Hedgecock

Coordinator, Student Support

michael.hedgecock@ucalgary.ca

**Time Commitment:**

* During the Summer, Fall and Winter Semesters, the committee meets once per month.
* Committee members should expect to commit to at least one to two hours of weekly student support during September-October, and at least one to two hours of monthly support during the remainder of the Fall and Winter semesters.
* Some weekdays and daytime availability is preferred.

**Responsibilities:**

* Maintain strict confidentiality of all personal student information
* Provides four basic pillars of support to the Refugee Student Program sponsored students: Academic, Social, Integration & Settlement, and Transition
* Review student dossiers for potential students to participate in the program for the following year, and be prepared to provide feedback
* Actively contribute to the mandate of the Student Refugee Program

**Important Dates:**

* Summer, Fall and Winter semester meetings occur on the third Wednesday of every month and as needed by the committee chair, based on committee availability.

**Benefits:**

* Learn more about refugee student issues
* Develop meaningful relationships with student refugee peers
* Build professional meeting and committee experience