



The English Language Centre (ELC) at the Division of Continuing Studies, provides English as an Additional Language (EAL) programs to adult students from around the world. Our students travel to Victoria to learn English and to experience west-coast Canadian culture. Our programs emphasize intensive English classroom learning along with experiential learning through social and cultural activities.

We are looking to expand our team of dynamic Cultural Assistants (CAs) who help to facilitate socio-cultural experiences for EAL students. We love our CAs and you will want to be one too!

CAs organize events and guide ELC activities - but that's not all... they bring fun and energy to everything they do to keep ELC students smiling, safe and loving life - Follow us on Instagram [@elc_uvic](https://www.instagram.com/elc_uvic) to see what we have been up to recently!

CAs are a friendly and caring team of UVic students who want to help ELC students live life to the fullest during their program. In addition to the fun you're sure to have with ELC students, talking to them during activities is a great way to help them practice spoken English and make friends!

Summer at the ELC
Click here to see what a summer of work looks like with us!

tinyurl.com/mbebx9sd

Learn more about CAs
Click here for the ELC website and read testimonials from CAs!

tinyurl.com/ybwxwvn7

Lead the way
Click here to see all the fun socio-cultural activities CAs facilitate!

tinyurl.com/pa8vhvbn

Cultural Assistants, English Language Centre, Division of Continuing Studies, University of Victoria (CUPE 4163)

Experience and skills required:

- Ability to work effectively both as part of a team and independently
- Friendly, outgoing personality
- Strong organizational and time-management skills
- Ability to adapt to change in a dynamic, fast-paced environment
- Desire to share Canadian culture
- Excellent pronunciation of English
- Strong communication skills
- Open-minded personality with a strong interest in cross-cultural communications

Other experience and skills that would be an asset, but are not required

- Proven leadership skills
- Recent experience working with recreation programs or as a camp counselor
- Experience as a staff member or a student in a language immersion program
- Full Driver's license
- Strong familiarity with Victoria and southern Vancouver Island
- Cross cultural experience



Cultural Assistant Position Quick Facts

Duration of work: Up to 8 weeks during July & August 2024

Hours/style of work: Full-time hours, varying shifts (may involves evenings and weekends)

Salary: \$18.82/hour + 4% vacation pay + bonus weekly ONECard stipend

How to apply: Please send a cover letter (indicate your student status and V-number), resume and the phone numbers of 3 references (written references will not be accepted) to ELCActivitiesAdmin@uvic.ca

Closing date: Applications will be accepted until **June 15, 2024**

Notes: 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.

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.