
Living Learning Community (LLC) Don

POSITION OVERVIEW

An LLC is a community of students who have applied to live in residence with students having the same interests and/or Faculty. LLCs are common at most universities although the interests and Faculties vary.

In addition to the duties, responsibilities and expectations outlined in the Don job description, an LLC Don will mentor and facilitate additional programming for the students who live within their specific LLC. Additional responsibilities and requirements of the role consist of, but are not limited to:

- attending LLC Don specific training sessions during August Training;
- attending bi-weekly meetings with the Academic Initiatives Coordinator and fellow LLC Dons;
- attending bi-weekly one-on-one meetings with the AIC; (September to November and January to March)
- attending 2 LLC Program wide events or initiatives, per term, with their students
- leading and participating in one LLC Legacy Project (there is one each in the Fall and Winter terms)
- creating and/or facilitating two LLC-specific programs (activities, field trips or attending other campus events that directly support the LLC theme) and one passive program each term to engage the LLC community;
- hosting two Faculty Meet & Greets per term;
- writing logs to document all programming;
- attending both Fall Preview days and March Open House in support of the LLC Program. These days are significant for Queen's in attracting new students, with over 4200 attendees for the Fall Preview alone.

Students interested in applying to be an LLC Don, should be able to demonstrate their knowledge & application of the LLC theme by:

- Displaying a genuine interest in LLC theme
- Demonstrating a wide-ranging knowledge of the LLC theme
- Creating & facilitating authentic LLC related programming opportunities
- Planning for ongoing engagement and interaction with their students

Supervision of the LLCs

LLC Dons are supervised and evaluated by the Academic Initiatives Coordinator (AIC) for their LLC specific functions. The AIC works with the Residence Life Coordinators (RLC) for the buildings which house the LLCs. The RLCs supervise the LLC Dons when they are fulfilling the requirements of being a Don such as on-call shifts, documenting student interaction in logs and at regular RLC/Don team meetings.



REMUNERATION

Remuneration for a Living Learning Community Don Position will be equivalent to the current value of a single room and a meal plan as defined by Residence Life. Accommodation and meal plan will expire at the end of this contract or upon dismissal / resignation from the position.

LLC dons will receive an additional payment of \$1000 in recognition of the additional duties described above. The payment is made twice per academic year, at the end of each term. This fee is taxable.