



**Southern Alberta
Institute of Technology**
1301 16th Avenue NW
Calgary, Alberta T2M 0L4
Canada
Toll-free: 1.877.284.7248
sait.ca

LEADS - Position Description

Position Title: MacPhail International Student Engagement Leader

Department or School: MacPhail School of Energy

Term: Fall 2025 and Winter 2026 semesters

Number of Positions: 1

Hours per week: 3-5

**This number is given as an estimate. Actual time commitment may vary throughout the year.*

Compensation: \$600 honorarium per completion of each semester and Co-Curricular credit

This is a competitive student leadership opportunity open to current SAIT students. Competition for leadership positions will close as suitable candidates are hired.

Position Description

Many students enrolled in MacPhail credit programs are International Students. The MacPhail School of Energy is committed to student success and creating inclusive and engaging learning communities. This student Leader position is intended for an enthusiastic and committed student who wants to participate in the development and delivery of International Student Engagement programs and online support.

Duties and Responsibilities

- Actively promote International Student engagement activities and events to MacPhail International students.
 - Liaise with the International Center on social media engagement and promotion and collaborate on events.
- Work with other student leaders in MacPhail to promote events and initiatives
- Capture and create promotional content during events to be used for the emPOWERing MacPhail Newsletter and social media.
- Assist with the development of online community-based activities and events in collaboration with both the International Center and with MacPhail student groups and organizations.
- Have working knowledge of SAIT services and International Center student resources in order to effectively educate peers on available support and opportunities.
- Attend student leadership training and other relevant professional development and training sessions that will be offered throughout each semester.
- Engage in other duties as opportunities allow.



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Benefits

- Earn a \$600 honorarium per semester involved in the program.
- Document your leadership experience on an official **SAIT Student Experiential Record** for future employment. Student Experiential Record (SER) is an official SAIT document validating your achievement and involvement in approved co-curricular activities, industry mentorship, practicum, co-op or capstone. It's separates from your transcript and academic record.
- Develop leadership skills, intercultural competency, and communication, event planning and organization skills.
- Develop your experience through training and professional development opportunities throughout the year.
- Gain a letter of reference. Letters of reference will be available for outstanding service.
- Improve your skills. Gain leadership, event planning and organizational skills while working on a diverse team.
- Be mentored by the best! Our MacPhail team will guide you on the practicalities of running successful programming.

Commitment

Each student leader commitment is approximately 3-5 hours per week, schedule dependent.

Qualifications

We are seeking student leaders to foster and support an inclusive environment of connecting, learning, practicing and serving. The ideal candidate for an **International Student Engagement Student Leader**:

- **Is an international student** and has completed at least one semester in a MacPhail program and has good familiarity with the SAIT and International Center services, policies, and programs.
- Has a passion for inclusion and helping other students. Must be open and sensitive to all individuals regardless of race, color, religion, gender identity or expression, sexual orientation, national origin, educational background, ability or age.
- Is an enthusiastic team player with a positive attitude
 - Is globally minded with a passion for inclusion and helping others
 - Can work well independently and with a team
- Is a self-starter, reliable and can complete projects from start to finish
- Has the ability to engage and encourage a group of peers
- Must be open and sensitive to all individuals regardless of race, color, religion, gender, gender identity or expression, sexual orientation, national origin, educational background, ability or age.



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Application Process

To apply, please complete the [online application form](#). For inquiries, contact student.engagement@sait.ca. Please note that in submitting your application, you are verifying that you are:

- in good academic standing (TGPA or TIGPA above 2.5).
- in good conduct standing and consent to this being verified by the Student Conduct Office.

Note that details of academic and non-academic misconduct cases are not shared through this process.

