



**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: Student Leader for Teaching Excellence Awards Steering Committee**

**Department or School: Teaching and Learning Commons**

**Term: Fall 2025 and Winter 2026**

**Number of Positions: 2**

**Hours per week: 3-5 hours**

*\*Time commitment may vary throughout the year. Committee members must be available for monthly meetings, shifting to bi-weekly meetings in March and April 2026.*

**Compensation:** \$250.00 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

The Teaching and Learning Commons is seeking two engaged and thoughtful student leaders to join the Teaching Excellence Awards Steering Committee. This is a unique opportunity to represent the student voice in recognizing and celebrating outstanding teaching at SAIT.

As a committee member, you will collaborate with a diverse group that includes students, an Associate Dean, faculty members, a representative from the Teaching and Learning Commons, and a team member from the Office of Academic Systems. Together, you will help shape the process for selecting recipients of the Teaching Excellence Awards.

### Duties and Responsibilities

- Contribute to the development and refinement of the voting process for the Teaching Excellence Awards
- Review and evaluate student-submitted nominations for faculty awards
- Participate in the voting process in early April 2026
- Attend monthly committee meetings (bi-weekly in March and April)
- Complete student leadership training and any required professional development as part of the LEADS program
- Support additional tasks and opportunities related to the awards process as needed



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### **Benefits**

- Earn a **\$250.00** honorarium per semester involved in the program. (not required)
- 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 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 team will guide you through the practicalities of running a high-impact recognition program—from evaluating nominations to understanding academic excellence—while helping you build valuable leadership, collaboration, and decision-making skills.

### **Commitment**

Each student leader commitment is approximately **3-5** hours per week, schedule dependent. Committee members must be available for monthly meetings, shifting to bi-weekly meetings in March and April 2026.

### **Qualifications**

We are seeking student leaders to foster and support an inclusive environment of connecting, learning, practicing and serving. The ideal candidate for a Teaching Excellence Award Committee Student Leader:

- Is an enthusiastic team player with a positive attitude
- Is globally-minded with a passion for inclusion and helping others
- Is able to 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](mailto: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.

