

Job Description

Wellness Officer

Purpose

As the Wellness Officer, your central role is to promote and support the well-being and mental health of club members, fostering a positive and supportive club environment.

Responsible To

The President of the club/society as well as the members of the club/society.

Responsibilities and Duties

- Develop and implement initiatives that enhance the well-being and mental health of club members.
- Organize wellness activities and events that create a supportive and positive atmosphere within the club.
- Collaborate with club leaders to integrate wellness practices into club activities and events.
- Serve as a resource for members seeking information, guidance, or support related to their well-being.
- Raise awareness of available well-being resources both within and outside the club.
- Maintain an open and approachable presence to encourage members to discuss their concerns and seek assistance when needed.
- Actively participate in club meetings and discussions to address well-being concerns and contribute to decision-making processes.

Knowledge and Skills Required

- Strong communication skills.
- Empathy and active listening to support members' needs.
- Collaborative mindset.
- Proactive approach.
- Knowledge of available resources and support options.

Time Commitment

The time commitment can vary, based on club size and activities, typically ranging from a half-hour to one hour per week.

Term

The Wellness Officer is appointed for a one year term. They are elected at the AGM usually held in September or October and remain until the next AGM. There may be no limit on how many years in a row they may hold that position, but there must always be a nomination and voting at each AGM.