

Work/Study at York: Beyond the Paycheck

Creating a viable Work Integrated Learning (WIL) experience and Career Development Opportunity

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Agenda

- York's Work/Study program overview
- Becoming YU framework structured goal setting, skills recognition and development
- Program Administration
- UN's Sustainable Development Goals
- First-Year Hiring Initiative & Skills Kickstart Mentorship program
- End-of-year celebration event and awards ceremony



Work/Study Program: at a glance

- Provides on-campus employment for students
- Supports financial need
- Flexible hours to fit academic schedules
- A practical way to earn, learn and grow
- Approximately **1,800 – 2,000** job opportunities annually
- Students can work up to 15 hours per week (during the Fall and Winter terms) and up to 35 hours per week (during the Summer term)
- All jobs are performed on-campus

Work/Study Eligibility

To be eligible for the Work/Study program, students must meet the following criteria:

1. Be a full-time or part-time undergraduate student in a degree program at York University.
2. Students **without a disability**: Must be enrolled in **at least 6 credits (9 for international)**
3. Students **with a disability**: Must be enrolled in **at least 3 credits (6 for international)**
4. Have the skills and experience requirements set by the department or unit in which they would like to work in.

International students must also have a valid study permit that includes work authorization remarks and a Social Insurance Number (SIN) for the period of employment.

Work/Study Position Types

Type	Description	Examples
General Work/Study	<ul style="list-style-type: none">• Provide support to department/faculty in clerical, administrative or technical capacities	<ul style="list-style-type: none">• Accreditation & Curriculum Assistant• Program Administration Assistant• Client Services Representative
Leadership, Engagement and Ambassadorship Program (LEAP)	<ul style="list-style-type: none">• Enhance the student experience at York• Develop leadership, peer mentoring, peer support, and communication skills - less emphasis on clerical duties	<ul style="list-style-type: none">• Academic Peer Support Assistant• Orientation Lead• Career Peer Educator• Student Success Mentor
Research at York (RAY)	<ul style="list-style-type: none">• Participate in quality research projects with faculty members and fellow students• Hands-on research experience and provide faculties with meaningful research support	<ul style="list-style-type: none">• Research Assistant• Undergraduate Research Assistant• Undergraduate Student Researcher



Becoming YU Framework: Beyond the Paycheck

Becoming YU



The Becoming YU Program

- Becoming YU provides students with a framework to set meaningful goals, identify the skills they want to develop to achieve those goals and provides them with tools to reflect on and track their progress.
- Through Becoming YU students will:
 - recognize the value of their experiences
 - have greater clarity about their leadership and career goals
 - learn to articulate their skills and accomplishments with confidence!
- Becoming YU is housed on York University's experiential learning platform where students can apply to a full range of jobs, register for programs and activities that support their personal, academic and professional development and then use Becoming YU to reflect on and track their skills development from those experiences.

A Work Integrated Learning & Career Readiness Model

The Becoming YU Framework includes three checkpoints:

At the beginning (first 2 weeks):

- Students complete first “Work/Study journal”:
 - Identify skills they want to develop (“[You’ve Got Skills](#)”)
 - Set personal and professional goals
 - Meet with “coaches” to share

At the mid-point:

- Students check in with their “coaches”; discuss their progress

At the end (last 2-3 weeks):

- Students complete second “Work/Study journal”
 - List skills developed & any they wish to continue working on
 - Reflect and determine whether they achieved their goals
 - If not, explain the barriers
 - If yes, write an accomplishment statement (module provided)



Six Competencies

Communication

- Communicating verbally, Delivering presentations, Facilitating groups, Active listening, Asking questions, Influencing & persuading, Negotiating, Giving feedback

Interpersonal Connections

- Building rapport, Liaising, Demonstrating commitment to the team, Advising/Counselling, Networking, Collaborating, Leading & mentoring

Personal Success

- Integrity & ethical conduct, Organizational skills, Following instructions, policies & procedures, Taking ownership & accountability, Managing work/life balance, Taking initiative, Professionalism and positive attitude

Social Responsibility & Community Engagement

- Embracing diversity, Challenging unfairness or injustice, Cultural competence, Commitment to civic engagement, Cultivating community and pride

Knowledge Acquisition & Application

- Interpreting & applying legislation, policies & best practices, Staying current, Using specific techniques & technology, Numerical literacy, Processing information, Interpreting and applying specific theories & frameworks

Critical Thinking & Problem-Solving

- Demonstrating crisis intervention skills, Problem-solving, Exercising judgement & decision making, Action planning, Critical thinking and analyzing, Researching and investigating, Showing creativity & innovation

Beyond the Paycheck

Using the Becoming YU framework students:

- Set structured goals
- Identify transferrable skills
- Learn the power of reflection

Providing students with this opportunity as a required component of Work/Study:

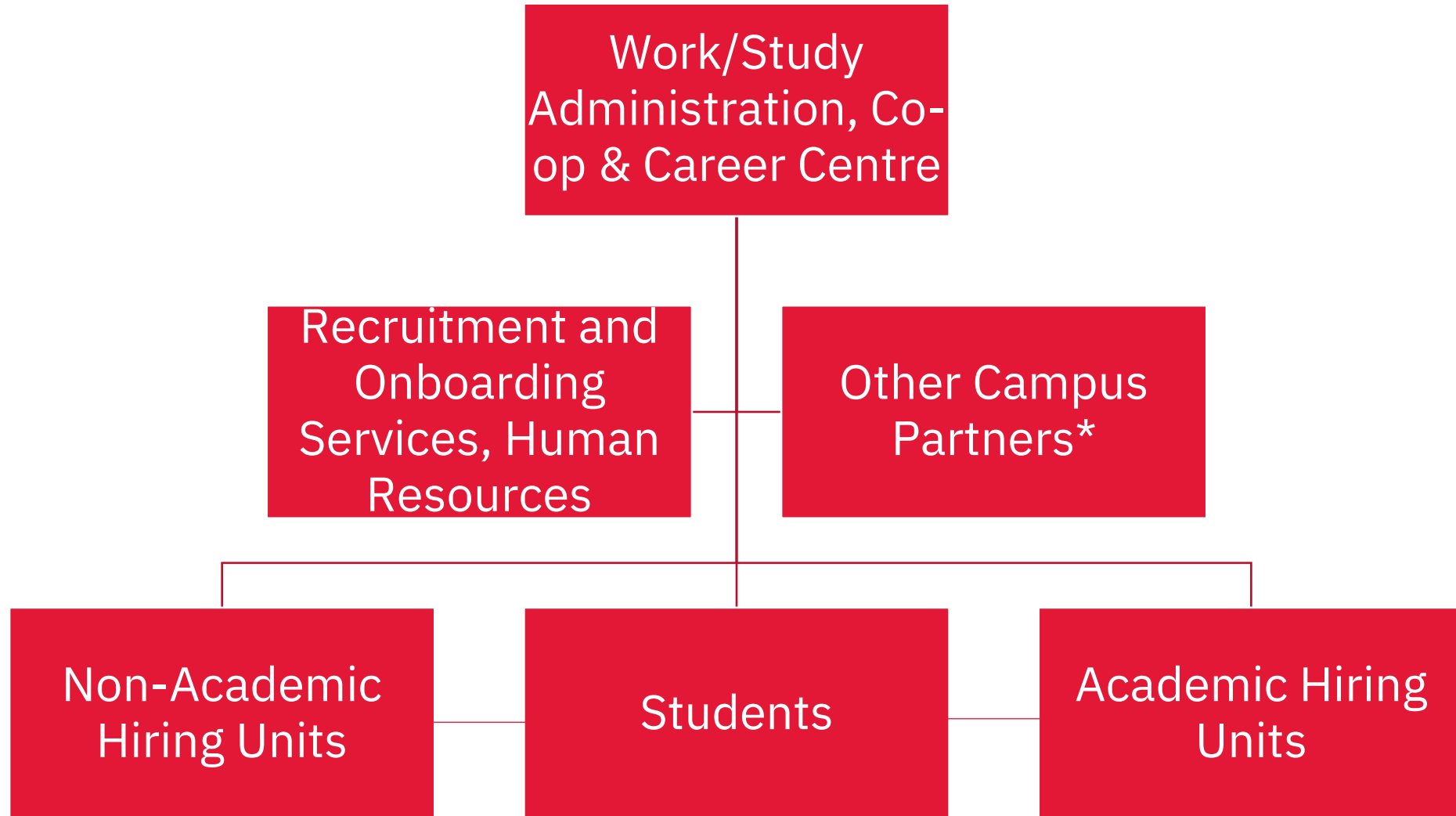
- Addresses the articulation gap - articulation of skills (writing accomplishment statements)
- Supports student career readiness and frames it as a WIL experience

Program Administration

The Recruitment and Hiring Process



The Work/Study Eco-System





Program Administration

W/S RECRUITMENT

- Recruitment and Onboarding Services initiates job requests for all Faculties and Divisions
- Requisitions are raised on behalf of hiring units and submitted to W/S Admin for funding consideration
- Centralized job posting reduces duplication of work & resources
- Ensures consistent and efficient recruitment processes

JOB SUMMARIES

- Job Summary Library - developed and maintained by W/S Admin. and Total Rewards (Compensation)
- Generic job summaries: cover the basic outline of duties
- Rated and evaluated to ensure consistency, equity & transparency
- Hiring units select job summaries based on operational needs

WORK/STUDY HIRING

- Overseen by Recruitment & Onboarding
- Hiring units are responsible for screening and interviewing
- This offloads administrative tasks such as offer letters and initial onboarding from hiring managers
- Supports a more efficient, consistent, and compliant hiring experience for hiring managers

Job Rating Categories and Wage rates

Level	Job examples	Pay Structure
1 – General Support	Academic Peer Support Assistant Career Peer Educator Special Programs Assistant Program Department Assistant	\$17.60 (min. wage) - \$18.00
2 – Lead Hand/ Specialized	Academic Peer Support Assistant Lead Career Peer Lead Budget & Accountant Assistant Orientation Lead	\$17.75 - \$19.50
3 – Technical/Senior Specialized	Graphic Design & Multi-Media Assistant Programmer Assistant Lifeguard & Swim Instructor All undergraduate research positions	\$19.00 - \$24.50

United Nations's Sustainable Development Goals



United Nations's Sustainable Development Goals (SDG's)

- Starting in the Fall 2026 term, the Work/Study journals will include a section on sustainability using the Sustainable Development Goals (SDGs) as a tool
- Students will reflect on how the competencies and skills they're developing, contribute to specific SDGs
- This will highlight their contribution to a sustainable world through their W/S positions.



Connecting Work/Study with SDGs

A photograph of three young women of diverse backgrounds sitting around a table, looking at a laptop. The woman in the center is pointing at the screen. They are all smiling and appear to be in a collaborative learning environment. In the background, a whiteboard has some faint red writing, including the word "Environment".

First-Year Hiring Initiative & Skills Kickstart Mentoring Program



First-Year Hiring Initiative & Skills Kickstart Mentoring Program

FIRST-YEAR HIRING INITIATIVE

- Data from the F/W '25-'26 Work/Study program shows that less than 100 first-year students were hired
- By the time they register and learn about the W/S Program, most F/W positions have already been posted and filled
- The First-Year Hiring Initiative addresses this inequity
- Exclusive access for first-year students to designated positions

SKILLS KICKSTART MENTORING PROGRAM

- Summer 6-week mentoring program for high school grads entering York in the Fall term
- Students assigned a senior student mentor
- Program content includes:
 - W/S program overview & how to apply
 - Introduction to the 6 competencies
 - Resumé & cover letter writing
 - Current W/S student panel
 - Hiring Manager meet & greet

Skills Kickstart Program Outcomes

Upon completion of the program, students will:

- ***Understand York University's Work/Study Program*** - the benefits of the program, eligibility requirements, and the recruitment and hiring process
- Through completing the *You've Got Skills* module and engaging in reflective conversations with Peer Mentors, they will be able to ***identify and articulate the skills*** they have, in their cover letters and resumés
- ***Demonstrate a Sense of Career Confidence*** – they will have greater confidence in their career readiness because of their sessions with Peer Mentors, Career Centre support, and practice exercises in resumé/cover letter writing and interview preparation



Work/Study End-of-year celebration event and awards ceremony



A Year of Work/Study Experiences



Reimagining the future

- Vim, vigour and vitality
- Vim - refers to robust energy, lively spirit, or enthusiasm
- Vigour – doing something with spirit, intensity or determination
- Vitality - the capacity to live, grow, and develop. Broadly, it is the state of being strong, active, and energetic

Possibilities...

- All students required to either visit the career centre for resumé and cover letter writing or complete an online module before applying to Work/Study positions
- Increase the number of available Work/Study positions (awareness and budget)
- Expand the Recruitment and Onboarding model to include the RAY program
- Create an opportunity for W/S students to have their experience documented on their transcript (either a notation or as a 0-credit course)
- Have Work/Study act as a precursor to Co-op

Thank You!

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