



Community Life Representative – Marketing and Communications

Department: Department of Student Development

Supervisor: Dean of Student Life & Community Life Specialist

Time Commitment: August 30, 2026 to April 9, 2027

Position Summary:

The Community Life Representative (CLR) - Marketing and Communications is a student position within the Student Life team. The CLR is responsible for promoting the vision and mission of Student Life and to represent the student body. As a leader they are responsible to model and uphold the standards set in the Tyndale Student Handbook and to strive for excellence in their academics.

The CLR's primary responsibility is to promote the Council, House, and Student Life events for the Undergraduate and Seminary student communities through multiple avenues including social media and to record photos and video during the events for future use as well as showcasing the events in real time on social media.

The CLR is responsible to the student body and to Student Life.

Student Leadership Responsibilities:

- Highly encouraged to attend Spring, Fall, and Winter Inspire Days and retreats
- Attend Fall student leadership training sessions
- Meet regularly with the Community Life Specialist
- Assist with facilitating different activities during all orientation activities
- Attend and assist with facilitating activities during U Getaway

Appointment Responsibilities:

- Marketing
 - Advertise for Council events (undergraduate and Seminary), House events, and House challenges.
 - Develop advertising materials based on the information provided by the groups: date, time, location, theme, etc.
 - Post on Tyndale Students Life social media platforms
 - Responsible for managing social media coverage in conjunction with Student Development.
 - Post "stories" during and after events

- Create promotional videos for various events: Council, Houses, Student Life, and Athletics
- Photograph and video at events: filming & editing
 - Collect photos of various events to use for present and future advertisements of events
- Meet regularly with the undergraduate and Seminary student councils to support the overall vision and mission of the councils
- Meet with Tyndale Marketing & Communication to gain training and build a cohesive vision for marketing the Tyndale Student experience
- Work with the Community Life Specialist to stay up-to-date on weekly event details
- Ensure others on the councils are aware of deadlines for advertising and marketing needs
- Responsible for sharing content produced by House Leaders for their upcoming events and activities
- This service opportunity will demand a minimum of 12 hours per week each semester

Qualifications

- A cumulative GPA of 2.30 and a current GPA of 2.00. If the student's cumulative GPA is less than 2.3 then the student must have a current GPA of 2.7 in the previous semester
- Good financial standing with Tyndale
- Good standing with chapel attendance
- Able to return to campus before fall and winter semesters start for training and/or retreats
- Have served in some previous student leadership capacity at Tyndale University
- Able to take initiative, think creatively
- Actively involved within the Tyndale community
- Administrative and organizational abilities
- Be a good role model for students
- Commitment to Tyndale's mission and vision
- Experience with photography, videography, and editing
- Desire for personal growth and leadership development
- Experience with conflict resolution
- Good verbal communication skills
- Previous Leadership experience
- Professing Christian with demonstrated spiritual maturity
- Uphold and adhere to the statements, standards, and guidelines set out in the Student Handbook

Revised December, 2025