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- Recruiting FLC Peer Mentors



QUOTE OF THE WEEK:

A diplomat is a man who always remembers a woman's birthday but never remembers her age.

Robert Frost

RECEPTIONIST STUDENT AND ENROLMENT SERVICES

The Student and Enrolment Services (SES) Office of Concordia University College of Alberta invites applications for the position of Receptionist.

The Receptionist is of key importance and provides exceptional customer service to all clients\visitors and callers. Using strong communication skills, the incumbent, a "Director of First Impressions", uses their in-depth institutional knowledge to interpret questions and make referrals to the appropriate people and areas, both within SES and the campus at large. In this capacity, s/he will receive and direct in-person, phone and email inquiries and greet clients\visitors to SES. The Receptionist is also responsible for scheduling appointments, collecting and disbursing documents, and distributing promotional materials.

A detailed *Position Description* is available at: http://jobs.concordia.ab.ca. Closing Date: June 20, 2012

All applications, including three work-related references, should be forwarded in confidence to:

Nancy Nagel
Director, Human Resources
Concordia University College of Alberta
7128 Ada Boulevard
Edmonton, AB T5B 4E4
Tel: (780) 479-9214 Fax: (780) 479-2793

Tel: (780) 479-9214 Fax: (780) 479-2793 E-mail: humanresources@concordia.ab.ca



CONCORDIA SCIENCE SUMMER CAMP

August 7-10 2012

DO YOU HAVE A BUDDING SCIENTIST IN GRADE ONE TO SIX??

CHECK OUT THIS SUMMER CAMP OFFERED BY CONCORDIA'S SCIENCE DEPARTMENT.

ADVENTURES IN SCIENCE

Every day kids will experience a new science adventure, including:

- **Biology**
- **.**Chemistry
- •Mathematics
- Physics
- **.**Computing Science
- .Environmental Science

DATES & TIMES

Camp activities are scheduled Monday to Friday 9-4 p.m.

Drop off time: 7:30 - 9:00 am Pick up time: 4:00 - 5:30 pm



The full price for the camp, including all meals, activities, materials and a t-shirt is \$300.00 a week per child. (\$250.00 to Concordia, staff, students and Alumni)

The total enrollment is capped at 48 students, with a maximum of 16 students in each of the following groups:

- 1) Group 1: THE EXPLORERS STUDENTS ENTERING GRADES 1 AND 2
- 2) Group 2: THE ADVENTURERS STUDENTS ENTERING GRADES 3 AND 4
- 3) Group 3: THE VOYAGERS STUDENTS ENTERING GRADES 5 AND 6 (OR UP TO AGE 12)

Register now to ensure your child's space at: http://www.concordia.ab.ca/science camp

Contact Mariola Janowicz at mariola.janowicz@concordia.ab.ca, or Craig Richter at craig.richter@concordia.ab.ca for more information

REGISTER ONLINE. REGISTER NOW.

- Registration for 2012/2013 is open to Arts, Management, Science and Open Studies students.
- The Online Course Selector is available 24 hours a day, 7 days a week.
- Register now for maximum course selection and Schedule flexibility.
- Visit http://concordia.ab.ca/201213-registration for details.



WANT TO REGISTER FOR 2012/2013 BUT DON'T HAVE THE DEPOSIT?

TALK TO STUDENT ACCOUNTS (HA 120)
REGARDING PAYMENT OPTIONS.

FIRST-YEAR LEARNING COMMUNITIES (FLC'S)

Become a FLC Peer Mentor for 2012/13.

What an opportunity for you, as a returning student:

- **To mentor new students and influence their Concordia experience!**
- To receive formal recognition for your leadership skills!
- To use your creativity by helping to develop FLC programming with the program's coordinator, faculty members, and other Peer Mentors.

As a Peer Mentor, you will benefit from direct experience in leadership and mentoring. Honorariums are \$600.00 for Senior Peer Mentors and \$300.00 for Assistant Peer Mentors. Contact Student Life & Learning for more information about the program at: studentlife@concordia.ab.ca or 780 479-9241