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georgebrown.ca/careerservices
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Finding an On-Campus Job

GBCAREERS - YOUR JOB POSTING SITE

Visit www.georgebrown.ca/career-services/gbcareers to view on campus jobs. Although many areas post on GBCareers, others may not and you will need to go to the individual area to inquire about whether or not they are hiring.

COMMON AREAS OFFERING ON CAMPUS JOBS AT GEORGE BROWN COLLEGE:

Athletics	www.georgebrown.ca/athletics
Cafeteria and Tim Hortons	www.dineoncampus.ca/georgebrown
Campus Bookstores	www.gbcbookstore.bookware3000.ca
Career Services	www.gbcareers.georgebrown.ca
Continuing Education	www.coned.georgebrown.ca
Faculty Departments	www.georgebrown.ca/centresandschools
Library Learning Commons	www.georgebrown.ca/lc
Open Access Computer Labs	www.georgebrown.ca/lc
International Centre	www.georgebrown.ca/international
Financial Aid	www.georgebrown.ca/financialaid
Finance Department	www.georgebrown.ca/about/administration/finance
Research Office	www.georgebrown.ca/research
Student Life	www.georgebrown.ca/studentlife
Student Service Centre	www.georgebrown.ca/current_students/contact_services_centres

STUDENT AFFAIRS

The Peer Mentor+ Initiative exists to promote a culture of community and mutual support for well-being at George Brown College. www.georgebrown.ca/current-students/services/counselling/peer-mentor

TUTORING AND LEARNING CENTRE

The TLC hires Peer Tutors in Math or English. www.georgebrown.ca/tlc/becoming-tutor

STUDENT ASSOCIATION

The SA functions as the central student government and offers many jobs: www.studentassociation.ca/

CAREER SERVICES

Career Services hires Career Peer Coaches, Front Desk Assistants, GBCareer Associates, and Content Developers and also promotes other college departments' on-campus job opportunities on GBCareers. <https://www.georgebrown.ca/current-students/services/career-services>

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www.georgebrown.ca/careerservices/printedtipsheets*



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WHEN TO APPLY

You can apply all year long however recruitment peaks on campus tend to be before the start or end of a semester and two weeks before September. Network proactively with students who already work on campus as these students will have tips on who to approach and they will also know of upcoming vacancies.

PREPARE

- Beat the competition with a resume and cover letter tailored to the position you are applying for
- Prepare well in advance by anticipating questions you may be asked and practicing your answers
- Visit Career Services for help with your resume or cover letter or to arrange a mock interview to get some interviewing practice
- For a virtual interview, visit Interview Prep (<https://georgebrown.interviewprep.app>) to practice with 7,000+ interview questions and more.

THE WORK STUDY PROGRAM

The Work Study Program allows students who are in receipt of government funding (OSAP) to work part-time. Students may earn up to \$50 per week or \$1,000 per semester, during the academic year without affecting their OSAP.

Work study students must be:

- Full-time students taking 60% of a course load
- In good standing with government loans and their academic performance
- Be able to work 5–15 hours per week

The College also runs a parallel Work Study Program funded by the Tuition Set Aside Fund for those who do not qualify for OSAP. The eligibility criteria is the same except that the student is not eligible for OSAP but still has financial need. Work-study opportunities are limited and once filled; no more hiring takes place. The student application must be approved by George Brown's Financial Department, so apply in advance. A good time to start applying is late August or early September. Please note that international students do not qualify for the work study program. Visit the Student Service Centre at your campus for application forms or more information on the Work Study Program.

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INTERNATIONAL STUDENTS

If you are a full-time international student with a valid Study Permit, you are able to work on campus without a work permit.

To work on campus as an international student, you must:

- Have a valid study permit which lists a condition that says you're allowed to work on- or off-campus
- Be registered full-time in a certificate, diploma or degree-granting program
- Have a valid Social Insurance Number (SIN)

For more info visit *Working on-campus for George Brown College International Students*, please visit the Immigration, Refugees and Citizenship Canada (IRCC) website or, contact the International Student Support Office at intlsupport@georgebrown.ca