2020/2021 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: BIOL5_Botany Technology and Digital Assistant

DEPARTMENT NAME: Biology

CONTACT NAME: Katy Hind

JOB DESCRIPTION:

The Botany Assistant will work with the Senior Lab Instructor to help with creating and managing digital lab content, including for example video editing and digital uploads, as well as other duties as required. The Botany Assistant will consult with the Senior Laboratory Instructor via Zoom as required. Must have own computer.

QUALIFICATIONS:

Familiarity with general botany. Completion of Botany courses (Biology 324 or 366 or 336 equivalents) is preferred.

Familiarity (preferred but not required) with video editing software (OpenShot, Camtasia, Movavi, iMovie etc.), Microsoft programs such as Word, Excel, PowerPoint, Teams.

JOB LOCATION ON-CAMPUS: Off-campus/remote

WORK STUDY WAGE: $15.50/hour (including 4% vacation pay)

DEPARTMENT TOP UP: none

HOURS AVAILABLE: 100

HOW TO APPLY: Email the following to biologylabs@uvic.ca:
- a copy of your fall and spring term course schedules
- a cover letter including the number of hours you have been approved to work
- your resume and list of references

If you are interested in applying to more than one Biology Teaching Work Study position, please submit only one application package to biologylabs@uvic.ca and indicate in your cover letter what positions you are interested in.

APPLICANTS MUST BE ELIGIBLE TO PARTICIPATE IN THE WORK STUDY PROGRAM
For details go to: http://www.uvic.ca/registrar/safa/work-study/index.php