

2022/2023 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: ENGL3 - Transcriber and Editor

DEPARTMENT NAME: English

CONTACT NAME: Sheila Rabillard

JOB DESCRIPTION:

The work-study student will transcribe a discussion recorded on zoom during a pre-publication workshop for contributors to a scholarly collection of essays and will assist in editing the discussion for publication. The job will begin with the student gaining familiarity with the essays and their authors and attending the round-table discussion (live) via zoom in fall 2022. The student will then transcribe an audio recording of the discussion and also edit the transcription for accuracy and completeness, a task which will entail research and correspondence with the discussion participants. Finally, the student will assist in preparing the discussion transcription for publication: excerpting representative segments of the discussion, editing for concision, providing annotations where required. Throughout the project the student will work closely with the co-editors of the essay collection: *Rethinking Motherhood in the Twenty-First Century: Perspectives on Canadian Theatre*, eds. Karen Bamford (Mount Allison University) and Sheila Rabillard (University of Victoria).

QUALIFICATIONS:

Graduate student or advanced undergraduate (English, Theatre, or related discipline). Experience transcribing audio desirable but not essential.

JOB LOCATION ON-CAMPUS: Clearihue Building, Room C313

WORK STUDY WAGE: \$16.50/hour (including 4% vacation pay)

HOURS AVAILABLE: 100 hours

HOW TO APPLY: Via Email to: rabillar@uvic.ca

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>