

2022/2023 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: GNDR1 - Coordinator, Gender Studies Equity & Outreach

DEPARTMENT NAME: Gender Studies

CONTACT NAME: Acting Chair, Laura Parisi

JOB DESCRIPTION:

1) Coordinating student-focused equity, networking, fundraising and outreach work in the Department of Gender Studies through the student-led Equity and Outreach Committee.

2) Raising the profile of and increasing awareness of the Gender Studies department on campus, in area high schools and within the Victoria community.

Other important duties include taking leadership roles in and liaising with other student organizations and organizing fundraising activities for the GNDR Equity and Outreach committee or potentially for social-justice causes and/or organizations.

QUALIFICATIONS:

Third or 4th year undergraduate students majoring/minoring in Gender Studies are preferred. Other 3rd or 4th year undergraduate students who have taken two or more GNDR courses are also encouraged to apply. Must have proven skills in event/project coordination, writing, public speaking, internet, and social networking. Experience with social media, online community building, and engagement would be an asset.

JOB LOCATION ON-CAMPUS: CLE B115

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

DEPARTMENT TOP UP: \$3.50/hour (including 4% vacation pay)

HOURS AVAILABLE: 200

HOW TO APPLY:

Provide a **resumé** (listing names and contact info for **3 references**) and **cover letter** (stating why you are interested in this position and what special experience and/or knowledge you bring to it).

Address your cover letter to **Dr. Laura Parisi, Chair, Gender Studies**, and indicate that you are applying for one of the GENDER STUDIES EQUITY & OUTREACH COORDINATOR positions. Deliver your application in person to CLE B111 or by email to gndrapp@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>