

## **WORK STUDY JOB POSTING**

**For HR/CUPE 951 USE ONLY**

NON UNION

**JOB TITLE:** UVSS\_AVP1 - Internal Liaison – Anti.Violence.Project

**DEPARTMENT NAME:** UVSS - Anti.Violence.Project

**CONTACT NAME:** Serena Bhandar, Community Relations Coordinator

### **JOB DESCRIPTION:**

The Internal Liaison may be responsible for: internal office duties, email, photocopying, booking meetings, writing blog posts, social media, office cleanliness, research, communicating with other staff and volunteers, resource gathering/building, and must be able to organize, help run, and attend the AVP Volunteer Training (30 - 40 hrs throughout Spring). The Internal Liaison will participate in other projects as they arise.

### **QUALIFICATIONS:**

The Internal Liaison will have a strong anti-oppressive feminist analysis of issues related to gender-based violence and abuse. They must be able to work independently and as part of a team of paid and volunteer staff, and must be organized, self-motivated and creative. They are expected to have excellent communication and interpersonal skills. We will make every attempt to work with you in making this position accessible if you are a successful applicant.

The University of Victoria Students' Society is an equal opportunity employer. In support of employment equity and in order to increase our relevancy and diversity of skills, knowledge and experience, AVP strongly encourages people of colour, persons with disabilities, Indigenous, queer, and transgender students to apply and will give hiring preference to qualified applicants who self-identify as being from marginalized communities and groups who face systemic barriers to employment. Applicants who wish to do so may self-identify in their cover letter.

**JOB LOCATION ON-CAMPUS:** Anti.Violence.Project: Student Union Building B027

**WORK STUDY WAGE:** \$14.50/hour (including 4% vacation pay)

**DEPARTMENT TOP UP:**

**HOURS AVAILABLE:** 340

### **HOW TO APPLY:**

Cover Letter and Resume, [community@antiviolenceproject.org](mailto:community@antiviolenceproject.org)

Applicants must be eligible for Work Study Program  
For details go to: <http://www.uvic.ca/registrar/safa/work-study/index.php>