WORK STUDY JOB POSTING

JOB TITLE: UVSS_WCTR1 – Gender Empowerment Centre
            Art of Resistance Coordinator

DEPARTMENT NAME: University of Victoria Students' Society, Gender Empowerment Centre

CONTACT NAME: Gender Empowerment Centre Hiring Committee

JOB DESCRIPTION:
• In collaboration with the Gender Empowerment Centre collective, ensure that art projects uphold a feminist and anti-racist analysis in process, content, and aesthetic.
• Design and produce art relative to intersectional feminist themes (installation, painting, zine, or performing arts, etc).
• Coordinate the layout, design and production of ‘art of resistance’ projects and workshops.
• Provide training and guidance to volunteers as needed.
• Be responsible for communications to the collective.
• Keep up to date financial records.
• Uphold an active and inclusive presence in the Gender Empowerment Centre.
• Manage promotion of art projects and workshops.
• Coordinate funding requests to student groups, advocacy groups, and outside funding bodies.
• Respond to emails and inquiries as necessary.
• Manage media communications such as social media, website, and listserv updates.
• Assist with outreach for Gender Empowerment Centre events.
• Assist in organizing meetings and events.
• Work with the Gender Empowerment Centre collective to recruit volunteers and art solicit submissions.
• Attend Gender Empowerment Centre collective meetings and provide oral and/or written reports at said meetings.

QUALIFICATIONS:
• Demonstrated commitment to feminist, anti-racist perspectives and analysis.
• Demonstrated recognition, sensitivity, and understanding of the diverse issues surrounding oppression.
• Excellent written and verbal communication and interpersonal skills.
• Ability to organize, prioritize, and work within deadlines is essential.
• Ability to work independently and within collective frameworks.
• Experience in computer layout and design software (Illustrator, Indesign, and Photoshop) is an asset.
• Experience in zine making, or art installations, and digital media.
• Experience in technical aspects of production is an asset.
• Ability to organize in participatory, inclusive, non-hierarchical ways.

JOB LOCATION ON-CAMPUS: Student Union Building B107

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

DEPARTMENT TOP UP: $0.00/hour

HOURS AVAILABLE: 340 hours. Possible job share

HOW TO APPLY:
Please email cover letter and resume to gemcentre@uvss.ca attention: Gender Empowerment Centre Hiring Committee. This position is restricted to self-identified women, non-binary, and gender non-conforming applicants only (see charter of rights and freedoms, Article 12, Subsection 2). We strongly encourage Indigenous women, women of color, women with disabilitie(s), queer and trans women to apply.

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