2020/2021 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: UVSS9 - Promotions Officer

DEPARTMENT NAME: University of Victoria Students' Society - Cinecenta

CONTACT NAME: Lisa Sheppard

JOB DESCRIPTION:

• Promote Cinecenta on social media, website etc
• Contact media, on-campus and local intercultural organizations to disseminate information on Cinecenta Film Series.
• Assist in organizing promotional materials and press releases to promote Cinecenta.
• Update data-base and website.
• Research alternative means of promoting the theatre.
• Help develop and execute a customer survey.

QUALIFICATIONS:

• Strong knowledge of social media a must
• familiarity with library resources
• knowledge and interest in international film
• good written and verbal communication skills
• Strong computer skills
• good research skills with a familiarity of library resources
• other related duties as assigned

JOB LOCATION ON-CAMPUS: Student Union Building Room B131

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

HOURS AVAILABLE: 250

HOW TO APPLY: Resume to SUB Room B131, Attention: Lisa Sheppard

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