JOB TITLE: COUN1 – Intercultural Community Developer

DEPARTMENT NAME: Counselling Services

CONTACT NAME: Dawn Schell

JOB DESCRIPTION:

Building connections and engaging in collaborative efforts around supporting students of diverse backgrounds is a priority for Counselling Services. As a unit, we have been working in partnership with a number of other units with this aim. We would like to welcome a Work Study student to join our team to provide assistance with continuing to build awareness of diversity-related events/programming on campus and organizing upcoming collaborative events.

This position will
- Coordinate monthly meetings with other work study positions affiliated with Counselling Services, Multifaith Services, International Student Services (ISS), Health Services, Equity and Human Rights (EQHR), and Office of Student Life (as appropriate).
- Gather information about diversity-related events and activities occurring on campus
- Disseminate information about such events to the Counselling Services team (e.g., once monthly attendance at Staff Meetings)
- Provide administrative support to collaborative events organized in partnership with ISS and EQHR
- Liaise with the Counselling & Health Services Web and Communications Coordinator re: facilitating/organizing communications about diversity-related events to the student, and broader, campus community (e.g., events calendar with a diversity-focus)

QUALIFICATIONS:

The ideal candidate will have a strong interest in issues of diversity, and be passionate about connecting with others on campus to support intersecting programming that aligns with the goals of UVic and Counselling Services. This position would be well suited to a candidate who brings creative energy and initiative

Required skills:
- Respect for individual differences and diversity
- Strong written and oral communication skills
- Strong organizational skills
- Professional email, phone, and interpersonal skills

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

**JOB LOCATION ON-CAMPUS:** Counselling Services

**WORK STUDY WAGE:** $13.50/hour (including 4% vacation pay)

**DEPARTMENT TOP UP:**

**HOURS AVAILABLE:** 175 hours

**HOW TO APPLY:** Please send cover letter and current resume to Dawn Schell via email
dmschell@me.com

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