

WORK STUDY PROGRAM JOB POSTING

JOB TITLE: UVSS_PIRG_2 Outreach Assistant (VIPIRG)
DEPARTMENT NAME: University of Victoria Students' Society, VIPIRG
(Vancouver Island Public Interest Research Group)
CONTACT NAME: Rebecca Taylor

JOB DESCRIPTION:

The Vancouver Island Public Interest Research Group (VIPIRG) is an on-campus non-profit organization dedicated to research and action for social and environmental justice.

The Campaigns Assistant will collaborate with VIPIRG's Outreach Coordinator to support, develop and organize campaigns around local poverty and/or social justice issues. They will assist with a current VIPIRG campaign or working group or may implement a new campaign. Duties may include organizing creative actions for students and the general public to raise awareness on relevant local issues; collaborating with students and community groups; recruiting volunteers and organizing meetings; writing opinion pieces and/or campaign materials; and maintaining a weekly social justice events calendar.

QUALIFICATIONS:

Skills Required

- Commitment to and experience with local poverty and/or social justice issues.
- Strong communications skills and ability to collaborate with volunteers and community members.
- Ability to work independently, take initiative and follow through.
- Familiarity with computers, including experience with word processing programs and email.
- Willingness to learn website maintenance to assist in updating & improving leftcoastevents.org as one of VIPIRG's outreach campaigns.

Assets

- Experience working with community groups, community networks, and/or coalitions.
- Familiarity with local media resources.
- Experience with poster and pamphlet making, graphic design and/or website maintenance.

JOB LOCATION ON-CAMPUS: VIPIRG – SUB b122

WORK STUDY WAGE: \$10.00 **DEPARTMENT TOP UP:** \$5.00

HOURS AVAILABLE: 100

HOW TO APPLY: Email resume, cover letter, and three references to the attention of the Hiring Committee: info@vipirg.ca **OR** mail to VIPIRG, attn: Hiring Comte, PO Box 3035 Stn CSC, Victoria, BC, Lekwungen & WSANEC Territories, V8W 3P3

*VIPIRG is a unionized employer. Work study positions are excluded from being in the union.
VIPIRG is an affirmative action employer. In order to increase the range and diversity of skills, perspectives and experience presently existing within VIPIRG, hiring preference shall be given to qualified applicants from marginalized communities and groups who face systemic barriers to employment. Applicants who wish to be considered for affirmative action are encouraged to discuss this in their cover letter.*

**Applicants must be eligible for Work Study program. For details go to
<http://registrar.uvic.ca/safa/workstudy/workstudyindex.html>**