

2024/2025 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: EQHR 2 - Social Media Ambassador

DEPARTMENT NAME: Equity and Human Rights

CONTACT NAME: Mandy Suen, Communications and Research Analyst

JOB DESCRIPTION:

The social media ambassador will support raising students' awareness and knowledge of EQHR's mandate, policies, supports, resources, and initiatives by creating content through Instagram and other channels as necessary. The social media ambassador will be supported by and report to EQHR's communications and research analyst.

The work will include:

- Developing Instagram posts, reels, and stories.
- Attending EQHR's educational workshops to create promotional materials.
- Assist with coordinating promotions for days of significance relating to EQHR's work such as Consent Awareness Week, 5 Days of Action, and the National Day of Remembrance and Action on Violence Against Women.
- Tabling to promote events and initiatives relating to equity and human rights at UVic.
- Collaborating with other social media creators to develop content on campus.
- Writing a report to summarize their efforts to increase education and awareness of Equity and Human Rights materials through Instagram by April 2025.

QUALIFICATIONS:

- Knowledge, sensitivity and understanding of human rights, diversity and equity issues
- Experienced with designing and developing content for Instagram
- Ability to communicate and collaborate with diverse groups and individuals and various university offices like University Communications and Marketing
- Able to work both as member of team and independently
- Flexible and adaptable
- Excellent written and verbal communication skills
- Skilled self-starter, creative, and attentive to details

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>

JOB LOCATION ON-CAMPUS:

Hybrid; option to complete some work online with the ability to join person meetings and events at Sedgewick C-Wing, Equity and Human Rights

WORK STUDY WAGE: \$18.50/hour (including 4% vacation pay)

DEPARTMENT TOP UP: \$2.00/hour (plus 4% vacation pay)

HOURS AVAILABLE: 100

HOW TO APPLY:

Email cover letter and resume to Mandy Suen, Equity and Human Rights eqhrcomms@uvic.ca or deliver physical copies to the Equity and Human Rights office in Sedgewick C128.