

2024/2025 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: EQHR 1 - Sexualized Violence Prevention & Awareness (SVPA) Assistant

DEPARTMENT NAME: Equity and Human Rights

CONTACT NAME: Leah Shumka, Director, Human Rights

JOB DESCRIPTION:

The SVPA assistant will support EQHR efforts to raise awareness and prevent sexualized violence among undergraduate students from September through April. The SVPA assistant will:

- assist with planning and organizing weekly awareness activities across campus;
- take meeting minutes at event planning meetings;
- promote the work of the sexualized violence resource office through social media and tabling activities;
- track engagement in tabling and promotional activities;
- sign students up for sexualized violence prevention (SVP) workshops;
- attend SVP workshops in a support capacity;
- write report summarizing SVP efforts in the 2024-25 academic year.

QUALIFICATIONS:

- Knowledge, sensitivity and understanding of sexualized violence, as well as equity and human rights;
- Ability to plan, coordinate and organize engagement activities, such as tabling;
- Ability to communicate effectively about sensitive subject matter;
- Ability to collaborate with diverse groups and individuals and various university offices;
- Able to work both as member of team and independently;
- Flexible and adaptable;
- Excellent written and verbal communication skills;
- Skilled self-starter, creative, attention 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: Sedgewick C-Wing

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:

Please send cover letter and resume to Amy Loggin, Equity and Human Rights eghr@uvic.ca or deliver to EQHR, Sedgewick C128.