

## 2024/2025 WORK STUDY PROGRAM

### JOB POSTING

JOB TITLE :

HEIS 1 -

: Sof(OS)( )-10 Hleal(OS)h l(OS)nfoartiSie>>B((OS)3ED0

#### JOB DESCRIPTION:

The Marketing and Recruitment Assistant in the School of Business is responsible for all marketing, advertising, promotions and recruitment within the School's programs, events and research through the school's website, social media advertising, and in-person and online recruitment events.

This is a key role for the school as effective and coordinated marketing and social media channels, are critical for student recruitment and research programs and research in our school, and developing and maintaining relationships with alumni, research partners, co-op employers, etc.

#### QUALIFICATIONS :

- x creating and scheduling social media posts in line with marketing strategy
- x marketing material development
- x proven track record of sound decision making in a dynamic environment

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>