

2024/2025 WORK STUDY PROGRAM

JOB POSTING

JOB TITLE: UVSS 24 – Project Coordinator

DEPARTMENT NAME: University of Victoria Students' Society, Students of Colour Collective (SOCC)

CONTACT NAME: Taha Qureshi - SOCC Coordinator

About SOCC:

SOCC is an advocacy group within the University of Victoria Students' Society (UVSS) which primarily serves racialized students. We are committed to anti-racism, social justice, and mental health. We directly provide resources and support for students who self-identify as Black, Indigenous and/or Persons of Colour. With the rise of requests for education around anti-racism, one of SOCC's goals this academic year is to increase opportunities for further learning around decolonization, anti-racism, and anti-oppression.

JOB DESCRIPTION:

With the guidance of SOCC's Coordinator as well as Collective members, the Project Coordinator will be responsible for the following:

1. Assist in the planning of a collaborative BIPOC cultural event
2. Help invite and coordinate meetings between on/off-campus BIPOC groups and SOCC, to ensure a variety of BIPOC groups with similar values get to take part in this large-scale event
3. Assist in coordination/task support for the event itself
4. Report progress to the collective during monthly meetings

QUALIFICATIONS:

The qualifications below are preferred, but applicants without the qualifications below are welcome to apply still! SOCC believes in creating opportunities for people of different skills/backgrounds and encourage on-job learning and skill development.

1. Demonstrated anti-racist/anti-oppressive perspective and analysis;
2. Experience planning community events, workshops, or collaborative activities
3. Experience working with multimedia applications
4. Experience facilitating meetings and working on a team

Assets

1. Previous experience working within an advocacy group, nonprofit, or volunteer organization;
2. Ability to work independently and collaboratively and take initiative in leading sessions

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: Student Union Building Rooms B120 & B122 and remote, depending on public health orders.

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

DEPARTMENT TOP UP: \$3.50/hour

HOURS AVAILABLE: 100

HOW TO APPLY: Please send your cover letter and resume to socc@uvss.ca or drop off your application at the General Office. We encourage applicants to submit a cover letter in whatever format is most accessible to them, ie. traditional letter format, graphic, bullet points, etc! This position is restricted to self-identified persons of colour.