



University of Toronto Mississauga
Students' Union
LOCAL 109 OF THE CANADIAN FEDERATION OF STUDENTS

3359 Mississauga Road Mississauga, Ontario L5L 1C6 | Tel: (905) 828-5249 | Fax: (905) 569-4714

EMPLOYMENT OPPORTUNITY

Position: Associate Campaigns and Advocacy
Type: 8 -12 Hours/Week
Location: Mississauga
Duration: Friday, June 14th, 2019 –Thursday, April 30th, 2020.

Date Posted: May 24th, 2019
Expiry Date: June 7th, 2020 – 11:59 pm.

UTM Students' Union:

The UTM Students' Union, Local 109 of the Canadian Federation of Students represents and advocates for all undergraduate students at the University of Toronto Mississauga. UTM Students Union also manages the student center and administers many cost-saving services. **The UTM Students' Union is membership driven and cannot survive without vital student input and involvement.** Students set the agenda through their elected representatives on the UTMSU Board of Directors. (www.utmsu.ca).

Job Description:

The Associate Campaigns and Advocacy will be working closely with the Executive team of UTMSU to create and achieve the goals of the union. The candidate will support the Campaign projects and assist with leading advocacy initiatives of the union.

Responsibilities:

- Must complete **at least eight (8) office hours a week.**
- Attend weekly team meetings, and other meetings pertaining to Campaigns and Advocacy.
- Outreach for campaigns and services undertaken by UTMSU.
- Be an active member advocating and educating the membership on issues pertaining to UTMSU Campaigns and Initiatives.
- Scheduling outreach hours for the team and part-time workers.
- Initiating and organising support for both internal and external campaigns undertaken by the UTMSU.
- Assist with advocacy on all part-time issues relating but not limited to academic, cultural and educational issues.
- Perform various other tasks as assigned by the executive team.
- **Suggest challenges and opportunities for the student union to work on! Your opinion matters!**

What you bring to the table:

- Ability to work within a team and independently
- Highly organized and able to multitask
- Detail oriented and solution focused
- Punctual
- Self-motivated and Dedicated: able to complete tasks without being supervised
- Effective communicator: possess inter- and intra-personal skills
- Trustworthy: has a sense of confidentiality pertaining to sensitive issues.
- Accountable: able to report weekly on assigned tasks.
- Reliable and Respectful.
- Energetic and Ambitious
- Excellent Budgeting skills
- Strong analytical and research skills are an added asset.

Compensation

Remuneration is \$14/hour

Contact / Application Information:

For more information on the position of Associate Campaigns and Advocacy, please contact UTMSU at jobs@utmsu.ca.

How to Apply:

Please send your cover letter & resume at June 7th 2019 at 11:59 pm to the attention of Sara Malhotra: jobs@utmsu.ca. Please use the subject **"Application: Associate Campaigns and Advocacy"**.

Interview:

Only selected candidates will be invited for an interview.

- Your Students' Union
University of Toronto Mississauga Students' Union
Local 109 - Canadian Federation of Students

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www.facebook.com/UTMSU or follow us on Twitter @myUTMSU