



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

1815 Inner Circle Rd., Student Centre Room 100
Mississauga ON, L5L 1C6
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EMPLOYMENT OPPORTUNITY

Position: Queer & Accessibility Coordinator

Type: 10-12 Hours/Week

Location: UTM (Mississauga)

Duration: Mon. June 9, 2025 – Thurs. April 30, 2026

Date Posted: May 13th, 2025

Expiry Date: May 26th, 2025 – 11:59PM

About Us:

The UTM Students' Union (UTMSU), Local 109 of the Canadian Federation of Students represents and advocates for all undergraduate students at the University of Toronto Mississauga (UTM). The UTMSU is looking for a hardworking and team oriented individual to support all members for the upcoming year.

In alignment with our values for inclusivity, it is our aim to have a team that reflects the diversity of the communities we serve. The UTMSU provides equal opportunity in employment and encourages applications from all qualified candidates. By valuing a diverse workforce, we enforce hiring practices that are fair and equitable.

About the Role:

Equity is ensuring that everyone has the resources to access opportunities. The Queer & Trans coordinator will be working with the Vice President Equity to develop and implement programs and services to meet the needs of the Queer & Trans communities on our campus. The Coordinator will work collaboratively with other University departments to contribute to the University's overall goal of ensuring that all students feel welcome and part of our campus community. In addition, they will also work with the VP Equity to ensure that our campus is accessible to all students while raising awareness about Accessibility at UTM through campaigns and events with on and off campus organizations.

Responsibilities:

- Must complete a minimum of six (6) office hours a week.
- Attend mandatory weekly individual or group meetings with the VP Equity Team
- Host events and create campaigns in order to raise awareness about the LGBTQ2S+ community, and to ensure that all students are treated equitably.
- Work with other LGBTQ2S+ clubs on campus
- Work on promoting Pride Week, and other events during the Xpressions Against Oppression social week.
- Serve as a resource, consultant and liaison to the campus community.

- Provide educational resource materials to individuals and group on LGBTQ2S+ and Accessibility issues
- Provide leadership in the development of student leadership initiatives, including advising student organizations, and fostering student learning and development by serving as a role model, mentor, student advocate and educator.
- Assist in the development of policies and procedures, newsletters, brochures, web pages, etc. that can be used to promote diversity.
- Lead, encourage, and work cooperatively with University departments, faculty, staff, and students to improve recruitment and retention of LGBTQ2S+ and accessibility students.
- Is responsible for reporting all accomplishments and hours of work to the VP Internal and the VP Equity on a bi-weekly basis, with all projects and work assigned.

Qualities/Skills Required:

- Ability to work within a team and independently.
- Highly organized and able to multitask.
- Detail oriented and solution focused.
- Excellent communication skills - both written and oral.
- Passion for Equity initiatives.
- Self-motivated and Dedicated: able to complete tasks without being supervised.
- Trustworthy: has a sense of confidentiality pertaining to sensitive issues.
- Accountable: able to report weekly on assigned tasks.
- Experience working with LGBTQ2S+ and accessibility initiatives is an asset.
- Interpersonal skills are an asset for communicating with clubs and department heads.

Compensation:

Remuneration is \$18.00/hour.

Contact / Application Information:

For more information on the position of Vice President Equity Associate, please contact UTMSU at jobs@utmsu.ca and cc: vpequity@utmsu.ca. Please use the subject "Application: "Queer & Accessibility Coordinator".

How to Apply:

Please send your cover letter & resume by **May 26th, 2025 - 11:59PM** to the attention of Rui (Owen) Zhang: jobs@utmsu.ca and cc: vpequity@utmsu.ca. Please use the subject "Application: "Queer & Accessibility Coordinator".

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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