



Student Association of George Brown College

Job Title:	Campaigns Support Staff <i>*multiple positions available*</i>	Job Category:	Support Staff
Department/Group:	Community Action Centre	Job Code/Req#:	
Location	St. James Campus, various	Travel Required:	Yes
Level/Salary Range:	\$15.00/hr <i>(0-20 hours - 10-15 average per week pending availability, skill-set, workload)</i>	Position Type:	Temporary – Part-time
HR Contact:	humanresources@sagbc.ca	Start & End Date:	Aug. 2018 – Apr. 30 2019
Will Train Applicant(s):	Yes	Posting Expires:	Jun.17, 2018 11:59 pm

E-mail:
humanresources@sagbc.ca
 Subject Line: <your name>: Campaigns Support Staff Application
 Attention: HR Department

Job Overview:

Want to empower College students to educate, agitate, and organize for social change?

You'll **support** with the overall delivery of the social justice campaigns of the Student Association (SA), Community Action Centre (CAC) as directed. You'll take on equity work that includes research, developing impactful materials, organizing political actions, programming/planning logistics, tabling, poster, and membership outreach.

You'll **support** the day-to-day functioning of the CAC spaces as community centres, and provide judgement-free peer supports.

You'll **support** learning opportunities – including your own. You'll have opportunities to learn and skill share with other staff, students, and community on education and equity campaigns. Sharing information/resources across SA departments.

Campaigns on:

- anti-black racism
- workers' rights
- consent (including ending gender based violence and sexual assault)
- reproductive justice
- sexual health
- trans activism/awareness/education
- harm reduction
- and more...

Reports to the Community Action Centre Coordinator.

- Leadership Responsibilities:**
- Staffs and maintains the Community Action Centre as a welcoming, accessible, inclusive, and safer space, prioritizing marginalized and underrepresented students.
 - Works to promote SA services that reduce barriers to education.
 - Supports the creation, development, and promotion of education and awareness campaigns.
 - Participates in goal setting, ensuring campaigns are on track and assigned tasks completed.
 - Positively participates in meetings, trainings, and off-campus opportunities.



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General Responsibilities:

- Researches equity issues facing students (including tuition fees).
- Develops materials and creative outreach strategies for campaigns.
- Distributes information to students (e.g. tabling, leafleting, info booths, class talks, presentations, petitioning, postering, surveys, workshop delivery, art installations, etc.).
- Helps with plan and implementation of on-campus activities that may include: events, workshops, conferences, teach-ins and panels.
- Fields questions and referrals accurately; refers members to appropriate programs and services, including those available within the Student Association.
- Works with other CAC staff: First Nations/Inuit/Métis, Disabilities, Racialized/International, LGBTQ, Women & Trans, and Black Students' Support Staff.
- Maintains cleanliness of CAC spaces. Organizes data and resources.
- Other duties as assigned.

YOU HAVE:

- An anti-oppression analysis; you treat all with dignity.
- An understanding of the Student Association within the importance of the student movement.
- Knowledge and experience in equity issues facing students from Black, First Nations/Inuit/Métis, Disabilities, International/Racialized, LGBTQ and Women & Trans communities.
- Superior priority management skills; can forward plan weeks and months in advance.
- Goal setting skills (in-line with organizational priorities).
- The talent to accept feedback and criticism without negativity or defensiveness.
- The confidence to give input and criticism with care.
- Willingness to learn and teach; you show patience and care with yourself and others.
- Willingness to engage students across different levels of awareness.
- Team oriented, and ability to work independently with minimal supervision.
- Adaptability; able to navigate change and distractions. Balance wellness with action.
- Ability to appreciate organizational values, principles and practices - and model the way.
- Ability to take direction, and communicate and report honestly on results.
- Ability to self-motivate, and motivate staff and students' involvement.
- Reliability; you take your work seriously; you do your work with pride.
- Dependability; you honour time commitments (e.g. shifts), deadlines, and relationships.
- Listening, empathy and conflict management skills.
- Bravery to grow through hard work, including care work/emotional labour.

YOU MIGHT ALSO HAVE:

- Knowledge and passion on issues of anti-black racism, workers' rights, consent, sexual health, reproductive justice, trans activism/education/awareness, harm reduction.
- Experience in campaign, event, and project planning.
- Experience with social media (and photography) in a professional capacity.
- Experience with group facilitation and/or leading meetings.
- Understanding of peer support.
- Familiarity with Canadian Federation of Students (CFS).

REQUIRED

- Open to all qualified applicants. Full-time George Brown College student status an asset.
- Availability.
Job offer/continued employment contingent on availability.
Typical shifts occur Monday-Thursday 10:30am-4:30pm.
Candidates are expected to be available a minimum of 2 days a week (Monday-Thursday) between 10:45am-3:15pm.
- **MUST SUBMIT COVER LETTER AND RÉSUMÉ**

The Community Action Centre is a place for George Brown College students who care about social justice to gather together and support each other, share ideas, socialize, build community, and raise awareness of issues within their communities.



www.facebook.com/communityactioncentre



www.instagram.com/communityactioncentre

Mission Statement:

We are the students of George Brown College committed to supporting each other in the struggle for student rights, the pursuit of quality education and the provision of services in a safe, accessible and equitable environment.

Commitment to Equity:

The Student Association is an equal opportunity employer and welcomes candidates from among those groups of individuals that are traditionally underrepresented to apply.