



STUDENT EMPLOYMENT OPPORTUNITY

NOW HIRING: ETOCSL AWARDS PLANNER

Background

MUN Students' Union (MUNSU) represents over 13,000 undergraduate students studying through Memorial University of Newfoundland's St. John's campus. MUNSU is a not-for-profit organization that advocates for students through campaigns and lobbying while also providing cost-saving services and student life programming for its members.

Salary: \$14.05 per hour (biweekly pay); 40 total hours over the semester

Duration: Hours must be completed during the Fall 2019 semester

Eligibility Requirements

- Must be a MUNSU member registered full-time during the semester (minimum three courses)
- Must not be on a work term
- Must meet university MUCEP academic requirements
(cumulative average of 60% or above, or; average in last 10 courses of 60% or above, or; applying with support through the Blundon Centre – more details on academic requirements found at <https://www.mun.ca/student/student-success/work-experience/MUCEP.php>)

Job Description & Qualifications

Working directly with the Executive Director of Advocacy, this role will provide general assistance with planning, organizing, and executing the Awards for Excellence in Teaching and Outstanding Contribution to Student Life (ETOCSL). ETOCSL Award recipients have been honoured by students for over ten years; in fact, these are the only awards for faculty and staff at Memorial that are entirely student-run.

Due to the self-directed nature of this position, strong leadership skills will be required. The selected candidate will have demonstrated experience in planning events and working independently. They should be excited to come up with creative ideas for the ETOCSL Awards and promoting the nomination process to students, but also committed to following through with the required planning to make their ideas come to life.

Here's what we're looking for in an ideal candidate:

- Strong leadership, communication, creative, and strategic skills
- Ability to stay organized, manage time, and oversee volunteers
- Previous involvement with MUNSU, the Memorial community, and/or event planning
- Interest in the MUN Students' Union, the student movement, and/or student issues

To Apply

The MUN Students' Union is an employment equity employer. Applications from all qualified candidates are welcome; in particular, applications are encouraged from racialised people, indigenous people, people with disabilities, queer and trans people, and women.

To apply for the ETOCSL Awards Planner MUCEP position, include the job title in your subject line and submit a resume and class schedule to:

Katherine McLaughlin
Executive Director of Advocacy
MUNSU General Office
Room 2000, University Centre | MUN
1 Arctic Avenue
St. John's NL, A1C 5S7

resume@munsu.ca

Students can also apply for this position via MyMUNLife, using **Job ID 59060**.

Instructions for accessing MyMUNLife can be found at:

<https://www.mun.ca/student/student-success/work-experience/MUCEP.php>.

DEADLINE: 12PM (NOON) ON FRIDAY, SEPTEMBER 13