DRC Ambassador for Events & Media

RECRUITING: Mid-July via Job Board
DEPARTMENT: Disability Resource Centre
SUPERVISOR: Earlene Roberts – earlene.roberts@ubc.ca
CONTACT: Deanna Simmons – deanna.simmons@ubc.ca
NUMBER OF POSITIONS: 1

PURPOSE:
To provide assistance in coordinating, organizing, and promoting Disability Resource Centre events, information sessions, and other projects and activities.

Position Description

The DRC Ambassador will:
✓ Represent the Disability Resource Centre at events on campus and in the community
✓ Organize DRC participation in events such as SPARK and CREATE
✓ Monitor event impact and success
✓ Create and distribute promotional materials
✓ Update and maintain the DRC social media (Facebook, Twitter)
✓ Be a friendly face and act as a resource for the DRC office

Commitment
2-3 hours per week from August 1, 2016 – April 30, 2017

Do you....
✓ Have an interest in ensuring educational equity, respect for and enthusiasm for service to a diverse population?
✓ Have an interest in the mental, physical, and emotional health and well-being of students?
✓ Demonstrate effective communication and time management skills?
✓ Have up-to-date knowledge on social media and technology related to promotional activities?

You will enhance your skills in....
✓ Effective Communication by contributing effectively to the achievement of a department’s goals, objectives and shared vision
✓ Professionalism by conveying ideas or information creatively and effectively through appropriate modes of communication