JOB POSTING
The University of Saskatchewan Students' Union
Is accepting applications for:

Pride Centre Coordinator
(Part time/one-year term with the possibility to reapply for a second term)

Reporting to the USSU Business & Services Manager, the Pride Centre seeks to work with people of all sexual orientations and gender identities in an open and progressive environment that celebrates and affirms sexual and gender diversity. This position is a part time, term position running from May 1, 2020– April 30, 2021 (with the possibility to reapply for a second term). The Pride Centre Coordinator is responsible for the following:

- Facilitate programming and provide information on relevant issues
- Recruit, hire and train suitable volunteers to work at the Pride Centre
- Assume responsibility for the conduct and actions of all volunteers working at the centre or on centre programs
- Promote operation, services and activities of the Pride Centre and the USSU in general;
- Track statistics and maintain adequate records
- Ensure all activities of the Pride Centre fall within the mandate of the USSU
- Prepare monthly activity reports
- Promote the Centre and its programs to raise awareness both on and off campus

Knowledge, Skills & Requirements
- Must be a current undergraduate student at the University of Saskatchewan
- Thorough knowledge of the campus environment including the Students' Union organization, the University of Saskatchewan campus, its activities and departments
- Familiarity with the Lesbian, Gay, Bisexual and Transgender community and issues affecting the community.
- Exceptional organizational and interpersonal skills.
- The ability to work with little or no supervision.
- Direct work and related experience in a non-profit organization.
- Experience in supervision or management duties.
- Desirable education/training/courses (asset but not required)

Please submit resume with cover letter, including references by 4:00pm on February 28, 2020 to:

Business and Services Manager
University of Saskatchewan Students’ Union
Main Office, Rm 110 Upper Place Riel
E-mail: jkovitch@ussu.ca

We thank all applicants for their interest, however, only those considered for an interview will be contacted.