CUSA values employment and educational equity and welcomes applicants from diverse groups including (but not limited to): women, Indigenous people, people of colour, people with disabilities, international students, and gay, lesbian, bisexual and transgender people. CUSA is committed to ensuring that accommodations are provided in all parts of the hiring process as required under CUSA’s accessibility policies, the Accessibility for Ontarians with Disabilities Act, and the Ontario Human Rights Code. Applicants need to make their needs known in advance.

**We’re Hiring, Join our team!**

**DUTIES**
- Be responsible to the Vice-President Community Engagement.
- Work as an equal and active member of the CUSA collective.
- Share CUSA content on a regular basis to grow the CUSA audience.
- Be comfortable with participating in social media content such as IG Lives and TikToks.
- Represent the CUSA brand at in-person and virtual events in a professional manner.
- Represent CUSA as a subject matter expert for CUSA Services, events, etc.
- Respond to students questions and concerns in-person and via social media (or direct them to another point of contact).
- Record student feedback and relay information to the VPCE.
- Attend monthly meetings with the VPCE (updates/announcements).
- Use Slack for communication.

**REQUIREMENTS**
- Membership in the Carleton University Students’ Association or the Graduate Students’ Association (Taking at minimum .5 credit per semester).
- Awareness and sensitivity to issue including but not limited to: trans/bi/homophobia, sexism, racism, ableism and ageism.
- Excellent interpersonal skills with a friendly, warm personality.
- Ability to work unsupervised in groups or individually.
- Quick learner who is organized and a self starter who is passionate about CUSA’s goals.
- Ability to work on a flexible schedule.

**TERM & RATE**
An honorarium of $250/semester. Other perks such as free CUSA swag and discounts to CUSA businesses.

**HOW TO APPLY**
Are traditional cover letters old school? We think so, instead tell us about yourself, why you want to work at CUSA, **2-3 social media content ideas to promote a CUSA event** in a multimedia format (eg, video, blog post, collage and write up, slideshow, audio recording, or any other format you’d prefer). **All applicants must also submit a resume, and a class schedule.**

If you have any questions about applying, please contact CUSA Vice-President Community Engagement, Morgan McKeen at vpce@cusaonline.ca.

**CUSA Brand Ambassador**
CUSA (Social Media) Brand Ambassadors are the top of the line representatives of CUSA. They are passionate about CUSA services, campaigns and events, and want to ensure that all students know how CUSA can help enhance their student experience.

**SUMBIT YOUR**
**application**
**VIA EMAIL TO**

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vpce@cusaonline.ca
Carleton University Students’ Association
401 University Centre Building, 1125 Colonel By Drive
Ottawa, ON • K1S 5B6  |  Phone: 613-520-6688
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**deadline**
**January 10th, 2021**

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