Campaigns and Outreach Commissioner

<table>
<thead>
<tr>
<th>Position title:</th>
<th>Campaigns and Outreach Commissioner</th>
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<tbody>
<tr>
<td>Positions available:</td>
<td>1</td>
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<tr>
<td>Reports to:</td>
<td>Vice-President Academic and University Affairs</td>
</tr>
<tr>
<td>Supervises:</td>
<td>None</td>
</tr>
<tr>
<td>Employee status:</td>
<td>Term, Appointed</td>
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<tr>
<td>Length of term:</td>
<td>May 1st – April 30th, 2017</td>
</tr>
<tr>
<td>Hours per week:</td>
<td>20</td>
</tr>
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<td>Compensation:</td>
<td>Tier 1</td>
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<td>Last Revised:</td>
<td>September 2017</td>
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Position Purpose
The Campaigns and Outreach Commissioner will assist in carrying out political and administrative duties such as issues-based student and university-appointed campaigns, campus engagement strategies, and outreach to student groups, and other initiatives. This position will also assist the Vice-President, Academic & University Affairs with coordinating and facilitating meetings with campus student groups.

The position is best suited to a candidate with significant self-motivation, and an interest in student engagement with university and academic issues. Experience in promotions and event or campaign-planning is an asset. The candidate will work closely with the University Affairs Commissioners, the Associate Vice-President Academic & University Affairs, and the Vice President Academic & University Affairs to engage and consult students and advocate to the University.

Duties and Responsibilities

- Sit on engagement, outreach, and issues-based UBC and AMS committees and working groups at the request of the VP, Academic & University Affairs
- **Liaise with relevant indigenous groups on campus such as: UBC's First Nations House of Learning, UBC Access and Diversity, the UBC Equity Office, and Indigenous students' groups**
- Report on issues relating to campus engagement at UBC
- Develop a strong grasp on issues such as current UBC policies under review or development, student affordability, housing rights, open educational resources, and diversity on campus.
- Help organize and direct special events, consultations, campaigns, and long term projects such as the Textbook Broke campaign, a communications plan for the Academic Experience Survey, student engagement campaigns surrounding university issues, and others.
- **Organize the Annual Powwow and facilitate longhouse lunches hosted by the AMS**
- Work with the AMS Executive, campus organizations, and off-campus groups to create partnerships and secure sponsorships
- Perform portfolio specific tasks
● Foster a strong team relationship which emphasizes teamwork and communication
● Assist in scheduling, organizing, and planning meetings and other administrative duties as required
● Attend meetings on behalf of the VP Academic & University Affairs as required
● Works with the AMS mission statement and values to operate a successful department
● Other duties as required

Qualifications and Experience
● Must be a currently registered student at UBC Vancouver
● Able to execute tasks quickly and efficiently; organized
● Confident public speaker
● Able to research and write high quality policy papers and briefing documents
● Experience in event-planning and program promotion preferred