

Reports to: Vice President, External Affairs
Supervises: None
Position title: External Affairs Research Commissioner
Employee status: Term, Appointed
Length of term: 1 year (May 1, 2015 – April 30, 2016)
Hours per week: 15
Compensation: Tier 1
Date revised: April 2017

Position Purpose

The External Affairs Research & U-Pass Commissioner will assist the Vice President External Affairs research and lobbying efforts, with a focus on transit related advocacy issues. The Commissioner will also assist with gauging student interest, concerns about the U-Pass, transit access, affordability, etc.

Duties and Responsibilities

- Assist VP External with research and lobbying efforts, such as but not limited to:
 - transit related advocacy issues: create dedicated bus lanes
 - student academic affordability
 - housing policy, etc.
- Assist with gauging student interest, concerns about issues on campus.
 - Such as U-Pass, transit access, affordability, etc.
- Oversees updates that need to be made to the AMS website
- Work with other external commissioners to coordinate U-PASS/transportation related events
- Attend U-Pass meetings with VP External, where necessary
- Respond to all UPASS inquiries from students
- 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 or one of its affiliated colleges
- Understanding of TransLink and transit service organizations
- Awareness of transit issues and Government policies affecting students at UBC
 - U-Pass, proposed transit-related initiatives, Bus Loop developments, etc.
- A Strong attention to detail
- Strong communication (written and verbal) skills
- Experience and understanding of transportation planning an asset
- Experience with issue-based advocacy organizations an asset
- Experience with writing technical and non-technical reports an asset

- Experience with policy research required
- Strong understanding of issues facing post-secondary students