

**Position Title:** BIPOC Engagement Coordinator

**Reports to:** Equity and Inclusion Specialist

**Employee status:** Hourly Exempt, Appointed

**Length of term:** Until April 30, 2024

**Hours per week:** 20 hours

**Compensation:** Tier 2 - \$18.00 per hour

### **Position Purpose**

The role of the BIPOC (Black, Indigenous, People of Colour) Engagement Coordinator is to work with the Equity and Inclusion Specialist and the AMS President to coordinate, support, and advocate, with historically, persistently, and systemically marginalized groups for campus-wide Equity, Diversity, and Inclusion practices. This position is responsible for supporting the implementation and coordination of the AMS Equity Plan, the UBC Indigenous Strategic Plan, and related policies across the organization in partnership with affected groups, external consultants, and AMS Executives, Council, and Senior Managers. This position will also be responsible for coordinating and executing EDI relevant campaigns, consultations, and communications. In addition, the BIPOC Engagement Coordinator is to represent BIPOC student interests and to increase engagement with BIPOC students, by liaising and collaborating with BIPOC student groups of the AMS.

This position is best suited to a candidate with significant self-motivation, an interest in university issues, academic affairs, and policy in relation to Indigeneity and a desire to learn more about how the university works. The candidate will work closely with the executives to consult students and assist in advocacy to the University on behalf of BIPOC Students.

### **Duties and Responsibilities:**

- Work with the Equity and Inclusion Specialist and the AMS President on issues relating to Equity, Diversity, and Inclusion
- Work with student communities on campus, external consultants, and AMS leadership to implement the AMS Equity Plan
- Work with the Equity and Inclusion Specialist on the implementation and facilitation of the UBC Indigenous Strategic Plan Self-Assessment Tool throughout AMS departments
- Liaise with Indigenous groups on campus, such as the Indigenous Students Society and the UBC First Nations House of Learning
- Assist the Indigenous Constituency with communications, initiatives, and projects as needed
- Support the Equity and Inclusion Specialist in maintaining active channels of communication with various student communities, especially those that advocate for marginalized communities
- Plan and help facilitate events and workshops which foster equity and cultural awareness throughout campus
- Attend meetings to discuss programs and resource construction, and encourage on-campus relationships and community-building
- Serve as a resource for staff in the areas of EDI practices across the AMS departments
- Promote an anti-oppressive and accessible educational environment

- Other duties as required

**Qualifications and Experience:**

- Must be a currently registered student at UBC Vancouver or one of its affiliated colleges
- Able to work independently and collaboratively, take direction and manage time appropriately
- Efficient organizational skills, including record keeping, report writing, scheduling, and problem-solving abilities
- Excellent interpersonal and communication skills, active listening skills, and ability to navigate difficult conversations
- Knowledge of intersectional issues, QTBIPOC student interests, and EDI work going on at the university
- Experience working with various UBC student communities related to equity-deserving groups, community organizing, and analyzing social issues impacting marginalized students, including systemic inequities like poverty, racism, and inequitable access to social services
- Conflict resolution, de-escalation, and mediation skills
- Previous research experience is an asset

**To Apply:**

Please submit a resume and cover letter.

**Application Deadline:** 11:59pm \_\_\_\_\_