

Ethnocultural Support Service Committee

ALL APPLICATIONS ARE DUE MONDAY September 11th by 5PM

Financial Officer: Responsible for the financial record and reports of the Ethnocultural Support Service. Also responsible for budget updates and working with the Student Event Officer to propose monetary plans for student events. Responsible for monetary interaction with USC and partners of the university executive. Experience in business or valuable asset, but not required.

Student Event Officer: Responsible for creating and planning social, educational, and cultural events for the Ethnocultural Support Service. The event officer aids in the execution of International Week and Western Goes Global. Also responsible for the design, production, logistics, and marketing of ESS campaigns with the USC. Must work with Financial Officer to plan student events, and with ESS coordinator to create event mandate. Experience in HR and event planning valuable asset, but not a necessity.

Communications Officer: Responsible for social media and advertising on behalf of the Ethnocultural Support Service. Works to advertise the organization by connecting with internal clubs USC organizations, designing and presentation of ESS's visual campaign and communicating the mandate. Experience with Photoshop, social media, and blogging required.

Community Relations Officer: Responsible for ESS external communication with the London community. Also responsible for the human resource management of the ESS and creating and maintaining partnerships with the ESS and organizations in the greater London community, and communicate the important of the ESS to those both inside and outside Western. Executive experience a valuable asset.