

EnviroUSC Executive Committee Hiring 2024/25

Vice-President Promotion and Communications:

This position would be great for any student that is passionate about the environment and wants to gain experience in social media marketing. A strong candidate will have some background in social media, marketing or promotion but is, above all, enthusiastic and motivated.

Responsibilities include:

- Assisting coordinator with hiring promotion and communication portfolio
- Managing promotion and communication portfolio
- Running EnviroUSC social media accounts (Including Instagram, Tiktok, and a website)
- Creating promotional content for planned events and initiatives
- Finding opportunities on campus and in the city to increase EnviroUSC's engagement with the student body and broader community

Vice-President Events:

This position would suit someone with lots of great ideas that they are excited to execute. You will get the opportunity to manage a team and work on the logistics for amazing events. We are looking for someone with demonstrated leadership abilities, excellent organization skills, and a passion for bringing programming to their community.

Responsibilities include:

- Assisting coordinator with hiring events portfolio
- Managing events portfolio
- Coming up with ideas for new events, workshops and initiatives that are educational and engaging
- Collaborating with other committee members and the broader Western community to create joint events

Vice-President External Affairs:

This position is for someone that is a strong communicator and enjoys getting to meet many different people. An ideal candidate should be able to demonstrate excellent communication skills and the ability to be proactive.

Responsibilities include:

- Conversing with and managing relationships with various campus stakeholders
- Reaching out to potential collaborators for EnviroUSC events and initiatives
- Promoting EnviroUSC programming to the Western Community as well as the broader London Community
- Acting as a touchpoint for those interested in learning more about EnviroUSC and sustainability on campus through being present at events and fielding questions

Vice-President Business and Finance:

This position is a great way to get experience handling the business affairs and finances of an organization. A demonstrated interest in business or finance is ideal but past experience is not necessary if you show motivation and passion for this organization and role.

Responsibilities include:

- Assessing the feasibility of programming and finding solutions to various business problems that arise
- Putting together and managing the EnviroUSC's budget
- Ensuring proper use of committee funds
- Managing reimbursements
- Finding grant opportunities and putting together grant applications

Vice-President Education:

This position is a fantastic role for anyone that is a passionate advocate for the environment and is interested in researching sustainability. Strong research abilities, effective team management, and a passion for sustainability are the key characteristics to succeed in this role.

Responsibilities include:

- Assisting coordinator with hiring academics portfolio
- Managing academics portfolio
- Researching current issues concerning sustainability and finding ways to communicate findings to the Western community
- Strategizing and advocating for ways to make the Western curriculum more sustainable by reaching out to students, faculty, and other stakeholders

Creative Director:

This is an exciting role for a creative individual that is looking for an outlet to express themselves through the lens of sustainability. You will have a lot of freedom to produce content that you are interested in, so we are looking for someone with experience in the creative field and a demonstrated strong work ethic.

Responsibilities include:

- Establishing your own creative vision that aligns with EnviroUSC's goals and executing projects that further your vision
- Finding ways to promote sustainability on campus through art, film, media, and other creative mediums
- Documenting initiatives, programming, and events through photography and videography
- Ensuring the events and promotional materials are visually engaging and creatively informed