

USC Gender Equity & Health Promotions
Descriptions and Proposal Questions for 2024-2025

Thank you for your interest in joining the Gender Equity & Health Team! We are currently looking for passionate individuals who are eager to improve the well-being and inclusivity of students at Western.

The Gender Equity & Health Committee educates and raises awareness about health, wellness, and gender equity. The team runs various events and campaigns addressing a wide range of wellness topics, including physical, mental, social, environmental, academic, financial, and spiritual health, as well as gender equity issues. Previous events include campaigns such as “*Get Tested: Break the STIigma*” “*Speak Your Truth: Open Mic Night*” and various wellness fairs.

No previous experience is required—only a commitment to and passion for student health and gender equity!

Successful candidates should:

1. Be able to commit 2-5 hours per week for meetings, events, and planning.
2. Be able to brainstorm, plan, and organize campaigns throughout the academic year.
3. Be open to respectfully discussing various perspectives and using an intersectional lens.
4. Play an active role in fostering an inclusive, equitable team environment, where open communication, creativity, and passion are valued.

We understand that academics come first. We will work with you to ensure you feel fully supported in your role. If you need an extension or accommodation, please let us know.

Only qualified candidates will receive interview invitations by email. Virtual interviews will begin in late September to early October.

Applications are due Monday, September 30th, 2024, at 11:59pm EST.

For any inquiries, please contact us:

Email: genhealth@westernusc.ca

Outreach Team

1. Director of Outreach

The Director of Outreach will lead all outreach initiatives, including building partnerships with external organizations, student clubs, and other groups. You will ensure that outreach activities for health and gender equity campaigns are impactful, inclusive, and well-coordinated.

Responsibilities:

- Lead outreach strategies and collaborations.
- Build and maintain relationships with external partners.
- Oversee all outreach activities and ensure alignment with campaign goals.

2. Outreach Representative

The Outreach Representative will assist the Director of Outreach by coordinating outreach efforts. You will help with partnerships, communication, and the execution of outreach initiatives to effectively promote health and gender equity campaigns.

Responsibilities:

- Assist with outreach planning and execution.
 - Build and maintain relationships with student groups and partners.
 - Help manage outreach-related tasks and communication.
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Events Team

1. Director of Events

The Director of Events will oversee the planning and execution of all events related to health and gender equity. You will be responsible for managing event logistics, delegating tasks, and ensuring that each event aligns with the committee's mission.

Responsibilities:

- Lead event planning and execution.
- Manage event logistics and delegate tasks to the team.
- Ensure events promote health and gender equity themes.

2. Events Representative (2-3 positions)

Events Representatives will assist the Director of Events in planning and executing events. Your role is to handle logistical tasks, ensure event details are well-organized, and help with the setup and execution of events.

Responsibilities:

- Assist with event setup, planning, and logistics.
 - Help manage event-related communication and coordination.
 - Support event execution by handling specific assigned tasks.
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Communications Team

1. Director of Communications

The Director of Communications will oversee all communication strategies, ensuring that health and gender equity campaigns are well-publicized and engaging. You will manage the communications team and collaborate with other Directors to promote events, advocacy, and research initiatives.

Responsibilities:

- Lead the overall communication strategy for campaigns.
- Oversee the work of Communications Representatives.
- Ensure consistency in messaging across platforms.

2. Communications Representative (2-3 positions)

Communications Representatives will work closely with the Director of Communications to create content and manage social media platforms. You will assist in publicizing events, advocacy efforts, and research through digital and traditional channels.

Responsibilities:

- Assist with content creation for social media platforms and communications.
- Monitor engagement and analyze trends to optimize reach.
- Help implement communication strategies across all platforms.

Finance Team

1. Director of Finance

The Director of Finance is responsible for managing the overall budget for health and gender equity initiatives. You will oversee financial planning, ensure transparency, and manage expenses for events and campaigns.

Responsibilities:

- Oversee financial planning and budgeting.
- Manage expenses for campaigns and events.

- Ensure financial transparency and reporting.

2. Finance Representative

The Finance Representative will assist the Director of Finance by handling day-to-day financial tasks, such as processing expenses and tracking costs for events and campaigns.

Responsibilities:

- Assist with financial planning and expense tracking.
 - Process payments and manage financial records.
 - Support the Director in preparing financial reports.
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Research Team

1. Director of Research

The Director of Research will lead all research efforts related to health and gender equity. You will oversee data collection, analysis, and provide insights that inform campaigns and strategies.

Responsibilities:

- Lead research projects and oversee data collection.
- Analyze research findings and prepare reports.
- Provide research-based insights to support campaigns.

2. Research Representative

The Research Representative will assist the Director of Research by gathering data, conducting literature reviews, and supporting the overall research process.

Responsibilities:

- Assist in conducting research and gathering data.
- Perform literature reviews and support data analysis.
- Help prepare research reports and summaries.

Advocacy Team

1. Director of Advocacy

The Director of Advocacy will lead advocacy efforts focused on promoting health and gender equity. You will be responsible for developing advocacy strategies, building partnerships, and ensuring that campaigns are impactful.

Responsibilities:

- Lead advocacy campaigns focused on health and gender equity.
- Develop strategies to meet campaign goals.
- Build and maintain relationships with external advocacy partners.

2. Advocacy Representative (1-2 positions)

The Advocacy Representative will support the Director of Advocacy by assisting with advocacy campaigns, building partnerships, and helping to implement strategies for health and gender equity initiatives.

Responsibilities:

- Assist with advocacy campaign execution.
 - Support the development and implementation of advocacy strategies.
 - Help manage communication with advocacy partners.
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Internal Affairs Team

1. Director of Internal Affairs

The Director of Internal Affairs will manage the internal workings of the team, ensuring that deadlines are met, meetings are coordinated, and team members are held accountable for their responsibilities.

Responsibilities:

- Oversee internal team operations and track deadlines.
 - Coordinate team meetings and communication.
 - Ensure accountability and task completion within the team.
 - Take detailed minutes during meetings and distribute them to team members
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If you have any previous work, such as graphic designs, writing samples, portfolios, or other relevant materials that you believe will strengthen your application, please upload them to the google form.

Proposal Questions

Please answer all questions based on the responsibilities outlined in the role's description. While you don't need to meet any word limits, please keep the responses sufficient and concise. Our goal is to get to know you and your passion for this role. We're excited to hear from you!

Please submit your responses via the Google Form:

1. What motivates you to apply for this position? Please share why you are passionate about promoting gender equity and health on campus.
2. Why do you feel you are the best candidate for this role? Please describe any relevant experience you have and provide an example of how you have worked in a team to support gender equity and/or health initiatives.
3. Our goal this year is to make a meaningful impact. If selected for this role, what specific health or gender equity issue would you prioritize and why?
4. If you were a wellness snack, what would you be and why? :)