

USC Gender Equity & Health 2025-26

Position Descriptions

[Google Form Application](#)

The USC Gender Equity and Health Committee enhances the student experience through gender equity advocacy and health promotion on Western University's campus. We're currently looking for passionate individuals who are eager to develop educational programming, events, and campaigns on issues related to gender equity, gender diversity, sexual health, and overall wellness!

AVAILABLE POSITIONS:

- **Advocacy Team**
 - Committee Leader (x1)
 - General Committee Member (x2)
- **Events Team**
 - Committee Leader (x1)
 - General Committee Member (x3)
- **Communications Team**
 - Committee Leader (x1)
 - General Committee Member (x3)

APPLICATION DEADLINE IS WEDNESDAY, OCTOBER 8TH, 2025, by 11:59 PM EST.

Only those deemed qualified will receive notification of interview.

If you have any questions about the application, please contact Michelle Paik (Gender Equity and Health Promotions Coordinator) at genhealth@westernusc.ca or DM our Instagram @genhealthusc.

ADVOCACY

Advocacy Committee Leader (1)

Responsibilities:

- Oversee all advocacy initiatives related to gender equity and health (e.g., Mental Health Awareness Day, World AIDS Day).
- Coordinate guest speakers and partnerships with external organizations, student clubs, and local community groups.
- Research and develop at least one informative or issue-based article/ post per month.
- Provide editing for campaign materials to ensure sensitivity, accuracy, and inclusivity.
- Provide mentorship and support to Advocacy General Committee Members and run regular committee meetings.

Advocacy General Committee Member (2)

Responsibilities:

- Support the Advocacy Committee Leader in planning and coordinating speaker events, campaigns, and other advocacy initiatives.
- Assist in fostering collaboration with external partners and community groups.
- Contribute to reviewing and editing campaign materials to ensure sensitivity, accuracy, and inclusivity.
- Lead at least one independent advocacy initiative during the year, with guidance from the Advocacy Committee Leader.

Requirements (all Advocacy roles):

- Strong leadership, teamwork, and collaboration skills.
- Excellent time management and organizational abilities.
- Strong reading comprehension, verbal, and written communication skills.
- Experience producing research papers, articles, or campaign materials is an asset (preferred but not required).
- Ability to commit **3-5 hours per week**.

EVENTS

Events Committee Leader (1)

Responsibilities:

- Organize and oversee all campaigns and events, ensuring successful execution.
- Manage event logistics, including proposals, budgeting, supply orders, and volunteer scheduling.
- Ensure every event or campaign highlights gender equity and health themes (e.g., Sexual Wellness Fair, US-SHE Day, Mental Health Awareness Workshop) while also fostering social engagement.
- Delegate tasks to Advocacy General Committee Members, lead regular committee meetings, and evaluate campaign feedback to guide future initiatives.

Events General Committee Member (3)

Responsibilities:

- Support the Events Committee Leader in the planning and execution of campaigns and events.
- Assist with event logistics such as setup, booking requests, supplies, and volunteer coordination.
- Contribute to the development of event or campaign themes.
- Lead at least one independent event during the year, with guidance from the Events Committee Leader.

Requirements (all Events roles):

- Highly self-motivated with the ability to take initiative.
- Strong time management and organizational skills.
- Able to collaborate effectively in a team environment.
- Experience in event planning is an asset (preferred but not required).
- Time commitment of **3-5 hours per week**.

COMMUNICATIONS

Communications Committee Leader (1)

Responsibilities:

- Create visually engaging graphics and capture high-quality photo/video content for social media platforms (i.e., Instagram, Tiktok).
- Maintain consistent branding across all posts, including fonts, graphic styles, and tone of voice.
- Stay up to date with social media algorithms and trends to optimize content performance.
- Train Communications General Committee members in inclusive communication practices and ensure all messaging is accurate, sensitive, and respectful.

Communications General Committee Member (3)

Responsibilities:

- Assist Communications Committee Leader in creating graphics and capturing photo/video content for social media platforms.
- Support consistent application of branding guidelines across posts and campaigns.
- Contribute ideas for engaging content and help execute social media campaigns.
- Participate in training on inclusive communication and apply best practices in all messaging.

Requirements (all Communications roles):

- Strong communication skills and attention to detail.
- Ability to manage multiple tasks and meet deadlines.
- Proficiency in Canva, photography, basic photo/video editing.
- Time commitment of **3-5 hours per week** (may increase during busy periods).