



THE UNIVERSITY OF LETHBRIDGE
STUDENTS' UNION

4401 University Drive, Room SU180
Lethbridge Alberta, T1K 3M4
Ph: (403) 329-2222, Fax: (403) 329-2224
WWW.ULSU.CA

| | |
|-------------------|---|
| Job title | <i>Advocacy Relations Coordinator</i> |
| Reports to | <i>VP External, Accountable to all Executives</i> |

Job Purpose

The Advocacy Relations Coordinator is responsible for internal policy review, as well as, supplementing some of the research work done within the ULSU. Working closely with the Vice-President External, the Advocacy Relations Coordinator will assist with on-campus advocacy work. This includes being up to date on provincial and federal matters to help with advocacy meetings.

Duties and Responsibilities

Working with the Vice-President External and other executives, the Advocacy Relations Coordinator will:

- Sit on the ULSU Advocacy Advisory Committee
- Sit on the ULSU Legislative Review Committee
- Assisting in coordinating campaigns with the VP External
- Analyzing internal ULSU policies
- Conducting internal and external research alongside the VP External
- Aiding and attending advocacy meetings when available
- Maintain a non-partisan political stance during their employment
- Assist in coordinating internal or external campaigns, including a potential Get Out the Vote campaign

Qualifications

Qualifications include:

- Must be a current undergraduate student at the University of Lethbridge (full or part-time status)
- Interest in university, municipal, provincial, and federal advocacy
- Strong writing ability
- Strong research skills
- Strong organizational abilities
- Comfortable in a leadership as well as an independent role
- Knowledge of governmental affairs would be an asset
- Knowledge of cultural competencies would be an asset
- Strong verbal communication skills with experience in public speaking would be an asset

Working Conditions

This position will allow for flexible hours, as determined by the individual, working occasional evening as needed for events. The duties of the job tend to be more consuming depending on certain political events occurring throughout the year.

Hours and Pay

This position averages 20 hours per month, however, time commitments may fluctuate based on current projects. Paid with a monthly stipend of \$300.

Applicants Must Submit:

Successful candidates must submit a resume, cover letter, and a one-page written response to one of the following questions:

- 1) What is your knowledge of issues facing University Students' (provincially or federally)?
- 2) What is a policy from the ULSU that you would like to change? What changes would you implement, and why? (ex, structure, wording, intention of the policy, etc.)

Please Submit your applications to su.external@uleth.ca by Wednesday October 14th