UBC Geering Up
Engineering Outreach

Graphic Content Creator
Job Description

Terms of Appointment

Part-Time **April 29th, 2023 through to August 30th, 2024.**

Remuneration

$17.93 - $18.49 per hour at 10 hours/week. To be paid out according to the calendar set by UBC payroll.

Why Join Geering Up

- Science communication and teaching experience; teaching hours with Geering Up can typically be accepted by Education programs to fulfill admissions requirements.

- First Aid & CPR certification (unless currently certified)

- Access to a national network of STEM outreach organizations. Learn more about the Actua network here

- Training on topics such as classroom management, working with youth with exceptionalities, utilizing educational technology

- Equity, Diversity, and Inclusion training

- Leadership & program development opportunities for returning staff members

What is Geering Up?

UBC Geering Up Engineering Outreach is a non-profit organization dedicated to engaging the children and youth of British Columbia in STEM (Science, Technology, Engineering and Math) through fun, innovative, and hands-on experiments and projects. We recognize that there are systemic barriers that prevent many people from pursuing careers in STEM. Thus, Geering Up strives to reach all children and youth, regardless of gender, ethnicity, culture, or socio-economic status. Over the past 20 years, we have reached over 150,000 youth through summer camps, in-school workshops, community outreach trips, clubs, and more.

More information about Geering Up and our programs is available here.

What skills are we looking for?

- Clear writing and graphic design skills are crucial
- Proficiency in creatidng designs with programs like Photoshhop, Illustrator or InDesign
- Photograph experience is an asset
- Experience running social media accounts is an asset
- Experience working with children in environments similar to Geering Up is an asset
- Flexible, collaborative and highly organized
- Confident communicator and excellent listener
- Comfortable with self-directed work
- Being an active UBC Student is an asset
- All Geering Up Staff must have a Criminal Record Check on file before they may work with children.

We encourage candidates to apply even if they meet only some of the skills criteria listed above

What would you do in this role?

- Attend mandatory training sessions
- Design and create materials, deliverables, and editable assets to promote Geering Up programs
- Edit the website when changes are needed
- Produce posters, postcards, advertisements, and other design-based digital and for-print materials as required
- Complete all evaluations and reports in a timely manner
- Perform other duties as requested by the Communications & Marketing Coordinator

How to Apply

Application form can be found on our website: www.geeringup.apsc.ubc.ca/staff/ You must apply via this form. Applications sent via email or via careers online will not be accepted. The deadline for applications is on the website.

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Faculty of Applied Science

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