

Communications Assistant Position in Renewable Energy Transitions Lab at the University of Victoria, Canada

Position Description:

A new lab for renewable energy transitions research at the University of Victoria is seeking a communications assistant to support the communications strategy of the research program. Learn more about the lab and Dr. Christina Hoicka's research program here:

<https://www.socialexergy.com/>.

This is an active research lab with lots of outputs that are relevant to communities, businesses, and policy makers. Therefore, we require a communications assistant to help implement our existing communications plan. The communications assistant will report to the Principal Investigator (PI-Dr. Hoicka) and the lab coordinator and will undertake duties such as:

- Creating one to two short (2-5 minute) videos to present research concepts in an accessible and engaging way;
- Writing one to two newsletters outlining outputs and activities for the lab;
- Creating PowerPoint templates for presenting lab research;
- Updating the lab Twitter account and website with content;
- Interacting professionally with staff, students, and faculty at the University of Victoria to complete tasks.

The position will take place on-campus at the lab space in David Turpin Building A242 and remotely as needed. The position will start as soon as possible, and we will review applications and interview candidates as the applications come in. If the posting is still up, the position is still open. This position is only open to current undergraduate students enrolled at the University of Victoria.

The Lab:

This interdisciplinary research program address three important socio-technical challenges for regions transitioning to renewable energy sources;

1. How to implement clusters of renewable and low-carbon innovations;
2. How to engage with surrounding regions and communities as part of their planning processes;
3. How to address societal acceptance, justice, and transformation for affected communities.

This program will enhance our understanding of the geographic, participatory, and justice aspects of energy and sustainability transitions and provide invaluable tools and knowledge to support urban areas and affected communities to achieve a just renewable energy transition.

Qualifications:

- Must be currently enrolled in an undergraduate program at the University of Victoria;

- Demonstrated skills in developing communications materials (e.g. PowerPoint, website development, or management, Twitter, newsletter, posters, podcast etc.);
- Preferred: short (2-5 minutes) video development (basic editing, recording, storytelling, interviewing);
- Demonstrated interest in community engagement in renewable energy transitions;
- Ability to work independently and manage your time for various tasks;
- Promotes equity, diversity, and inclusion in the workplace.

Hours available:

Approximately 10 hours per week until April 2023 with possibility of extension.

Hourly rate:

\$17.12/hour (plus 14% = \$19.52/hour) as per University of Victoria standard hourly rates.

How to apply:

Interested applicants should send a cover letter detailing how they are qualified for this position, and a resume clearly identifying qualifications to Kayla Klym (via Kayla Klym, Lab Coordinator, socialexergylab@uvic.ca), with the subject line “*Renewable Energy Transitions Lab Communications Assistant position application*”. Review of applications will begin December 1, 2022 until the position is filled. Cover letters should explicitly identify how previous academic and/or work experience are related to the skills required for the advertised position. Only those candidates of interest will be contacted for an interview, so we ask that you do not send follow-up emails regarding the status of your application.

Diversity

UVic is committed to upholding the values of equity, diversity, and inclusion in our living, learning and work environments. In pursuit of our values, we seek members who will work respectfully and constructively with differences and across levels of power. We actively encourage applications from members of groups experiencing barriers to equity.

The lab encourages applications from all underrepresented groups considering research careers without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, disability, or age.