



Job Description: Temporary, Part-time Bargaining Campaign Assistant, PSAC 901

Position Title: Campaign Assistant

Posting Type: Public

Position Type: 13 weeks, part-time (8 hours/week at 39.31/hr)

Position Posted: November 29, 2017

Application Deadline: 5:00pm, December 15, 2017

Starting Date: January 8, 2017

Workplace Location: Queen's University, Kingston, Ontario

The Public Service Alliance of Canada (PSAC) Local 901 represents approximately 2000 academic workers at Queen's University, Kingston, Ontario. PSAC 901 is comprised of Unit 1 (Teaching Assistants and Teaching Fellows) and Unit 2 (Postdoctoral Scholars) and Unit 3 (Research Assistants). The Unit 1 Teaching Assistants and Teaching Fellows collective agreement expired on April 30th, 2017 and we are hiring a part-time, temporary campaign assistant for the ongoing negotiations for a new collective agreement with the Employer (Queen's University). This position starts Monday, January 8, 2018 for 13 weeks. The ideal candidate is an organized, people-friendly individual who will work closely with the Unit 1 Bargaining Committee and PSAC Regional Office.

Key initiatives and responsibilities will include and are not limited to:

- Reporting to the bargaining committee, and coordinating with executive, union stewards and the Regional PSAC office to ensure members are informed about TA/TF contract negotiations
- Promoting campaign goals and assisting member participation to improve working conditions
- Organizing member information sessions
- Managing social media and general media relations
- Designing campaign material
- Relaying ideas and concerns from members to the bargaining committee
- Coordinating a team of mobilizers to assist in campaign goals and initiatives

The skills and qualifications for this temporary contract are:

- Interest in the labour and student movements in an academic context is preferred
- TA/TF experience is preferred but not required
- Excellent written and oral communication skills including media relations and social media (i.e., Twitter)
- Friendly interpersonal skills and ability to work with a committee and independently
- Ability to work flexible hours
- Accomplish goals with minimal supervision

Please include a one-page cover letter outlining your qualifications, including two references and a current CV (maximum three pages). **Email your application as a single .pdf file** to Craig Berggold: president@psac901.org.

Interviews will be as soon as possible after the closing date and if required a Skype interview is possible. For inquiries please contact Morgan Oddie, Information Officer (info.officer@psac901.org); or, Craig Berggold, President PSAC local 901 (president@psac901.org).

PSAC 901 is committed to employment equity and diversity in the workplace. Applications are encouraged from equity-seeking groups, including Women, Aboriginal Peoples, Visible Minorities, Persons with Disabilities, and Persons of any sexual orientation or gender identity.