



**Programming & Engagement Assistant, Library & Archives Assistant,
Administrative Assistant**

The Organization:

OPIRG Toronto is an intersectional grassroots volunteer-based group at the University of Toronto, with a mandate for action, education, and research on environmental and social justice issues. We seek to empower and educate students and community members by building bridges and providing opportunities for students to connect with community activism and vice versa. We also provide a forum for learning and sharing skills, and give people the tools and opportunity to work co-operatively for social and environmental change. We have an office and resource library in the UTSU Student Commons. For more info please refer to our linktree on Instagram @OPIRGToronto

The Position(s):

There are several possible positions available with OPIRG Toronto as we have a wide range of needs to be filled within our organization. A few examples are listed above, but exact titles & responsibilities are flexible based on candidates' specific qualities and interests. The most important consideration is that your values align with the collective work we are engaged in toward justice and liberation for all.

The ideal candidate will possess:

- Excellent research, analytical, written and verbal communication skills, with the ability to present findings clearly and effectively.
- Ability to work independently and as part of a collaborative team.
- Strong organizational skills and the ability to multitask
- Openness to engage in community outreach both on and off campus
- Familiarity with community archiving processes, social media and graphic design platforms (i.e. Instagram & Canva)
- Ability to communicate and share research findings through social media content,

pamphlets, etc.

- Previous experience in community based organizations will be considered an asset

How to apply?

For more information about the course and application process go to:

<https://www.newcollege.utoronto.ca/cel-courses/cel-how-to-apply/>

CEL Coordinator, Kevin Edmonds: nc.engagedlearning@utoronto.ca

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