



# UWSA ELECTION CAMPAIGN FACILITATOR 2

## EMPLOYMENT OPPORTUNITY

**Contract position to begin January 27, 2022**

**Compensation to be negotiated**

The Election Campaign Facilitator 2 (ECF2) acts on behalf of the UWSA membership, ensuring that UWSA Elections and Referenda are conducted with integrity, honesty, and transparency in accordance with relevant [By-Laws and Policies](#). The ECF2 reports to the Election Campaign Facilitator 1 and the UWSA Board of Directors.

### **Responsibilities/Duties:**

- Liaising with UWSA staff and recruiting external consultants to create and deliver training modules for the All Candidate's Training Week, including: campaign building, collaborative governance, and conflict resolution
- Facilitating the collaborative creation of the UWSA Election Campaign
- Ensuring a fair and transparent election process
- Hearing and responding to student and candidate concerns, providing supported mediation services and liaising with the Election Accountability Board to find resolutions
- Documenting all submitted complaints in accordance with UWSA policy
- Keeping accurate records and collaborating with the Chief Elections Commissioner on the final election report

### **Qualifications:**

- Exceptional conflict resolution and mediation skills
- Complaints management, investigation, and reporting experience
- Organizational and time-management skills
- Anti-oppression and anti-racism experience
- Able to work independently and in team settings

### **Restriction:**

Applications shall not be accepted from:

- Current directors and executive directors of the UWSA
- Former executive directors of the UWSA whose term ended within the last five years
- Current part-time or full-time employees of the UWSA
- Employees of any UWSA Partner Organization

Applications must be submitted online at <http://theuwsa.ca/job-opportunities/>. Please complete the job application form and attach your resume and cover letter.

For more information, please contact the UWSA General Manager, Jennifer Black, at [j.black@theuwsa.ca](mailto:j.black@theuwsa.ca)

**THIS POSTING IS AVAILABLE IN ALTERNATE FORMATS UPON REQUEST**

**DEADLINE FOR APPLICATIONS IS JANUARY 5, 2022 AT 9 AM**