

OPPORTUNITY



Access Lounge Service Centre Coordinator

PART-TIME POSITION BEGINNING May 2, 2022

WAGE \$16.08 PER HOUR

0-10 hours PER WEEK

**This position is unionized with the Manitoba Government and General Employees' Union
Local 433**

The Access Lounge is a safe space for students disabled by barriers to create community, relax, study, socialize, and plan events and actions. The Access Lounge Service Centre Coordinator reports directly to the Program Manager (who acts as day to day management of all UWSA Service Centres, on behalf of the UWSA Chief Operating Officer and Board of Directors), and is responsible for coordinating the activities of the Access Lounge.

Responsibilities/Duties:

- Serving, supporting, and facilitating the collective in organizing on-campus campaigns and events;
- Resisting ableism and promoting rights for persons disabled by barriers through promotion of education, materials, and workshops;
- Assisting, supporting, and facilitating the Access Lounge collective in consensus decision making and conflict resolution;
- Reporting unsafe conditions in the Access Lounge, physical or interpersonal;
- Maintaining safer space at the Access Lounge and collective events in line with UWSA and University of Winnipeg policies (UWSA *Positive Space*, UWinnipeg *Respectful Work and Learning Environment*);
- Assisting and supporting the Program Manager in budgeting and training, as needed;
- Assisting and supporting the Program Manager in information gathering and reporting to create material or data pools for proposals, meetings of the union, discussions, and motions;
- Participating in outreach and engagement activities on campus.

Experience and Qualifications:

- Must have lived experience with disability (/disabilities);
- Experience serving persons disabled by barriers is an asset;
- Exemplary professionalism in the handling of sensitive and confidential information;
- Excellent communication, interpersonal, and organizational skills;
- Experience in event and campaign work in a community context, or with grassroots organizations;
- Experience with cash handling, budgeting, and key holding;
- Anti-Oppression training, including Non-Violent Crisis Intervention, Mental Health First Aid, and/or other relevant qualifications and experiences are preferred.

Applications should be submitted on the UWSA website in the [Job Opportunities](#) tab

MGEU Local 433 Members have priority in this competition

Accessibility Accommodations will enthusiastically be made upon request

DEADLINE FOR APPLICATIONS IS MARCH 31, 2022