### SEED Indigenous Initiatives Student Leader

Are you looking for challenging, meaningful work in a supportive and diverse environment? Are you looking for a career at one of Canada’s top employers? Work where the world comes to think, discover and learn. Consider a career at the University of Toronto.

The University of Toronto is strongly committed to diversity within its community and especially welcomes applications from racialized persons / persons of colour, women, Indigenous / Aboriginal People of North America, persons with disabilities, LGBTQ persons, and others who may contribute to the further diversification of ideas.

<table>
<thead>
<tr>
<th>Deadline:</th>
<th>Tuesday, January 11th, 2022</th>
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<tbody>
<tr>
<td>Number of Positions:</td>
<td>1</td>
</tr>
<tr>
<td>Rate of Pay:</td>
<td>20.00/hour</td>
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<tr>
<td>Position Start Date:</td>
<td>February 1, 2022</td>
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<td>Position End Date:</td>
<td>March 31, 2022</td>
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<tr>
<td>Number of Hours per week:</td>
<td>Up to 10-12 hours / week</td>
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<td>Classification:</td>
<td>USW – CASUAL, TERM</td>
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**Summary:**

The incumbent will be a member of the Sport & Rec - Diversity & Equity Team under the direction of the Assistant Manager, Co-curricular Diversity & Equity. Working closely with the Assistant Manager, the incumbent will specifically assist with planning the SEED Program – Strength, Education, and Empowerment Day, for Indigenous Youth – a virtual outreach and recruitment program for Indigenous high school students the week of March 14-18, 2022. The successful applicant will assist with SEED program budget tracking, liaise with SEED program partners, and assist with planning, coordination and reporting of SEED.

Please note: incumbent must be available from 3pm-5pm for the week of March 14-18 to assist with programming. Interviews for this role will take place the week of January 17-21.
### Minimum Qualifications:

**Education:**
A current student or recent graduate, preferably in Indigenous Studies, Equity Studies, Public Health / health promotion, cultural studies, or Kinesiology.

**Experience:**
Experience working in a team environment is required, as well as a basic knowledge and understanding of key diversity and equity principles. Knowledge of Indigenous services on all three campuses, and in Toronto is important. Experience event planning for Indigenous communities, and youth program leaderships experience is needed. Experience working as a mentor is as asset.

**Skills:**
Strong communication and interpersonal skills are required. Strong organization and promotion skills will be needed too. Computer proficiency, including an understanding of PowerPoint, Word and Excel, as well as social media (Facebook and Instagram), virtual meeting platforms (Zoom and Teams), and virtual registration platforms (Eventbrite), is required, as well as conflict management and resolution skills.

**Other:**
Ability to interact with multiple departments; ability to implement activities with support and training from senior staff; and ability to work with a team, make routine decisions, and respond to basic inquiries.

### Method of Application

Resume and cover letter to be emailed to: debra.kriger@utoronto.ca

Subject line should include title of position.

### Contact Information:

Debra Kriger, Assistant Manager – Co-curricular Equity & Diversity
debra.kriger@utoronto.ca

### Date Posted:

Tuesday December 7, 2021