



CiTR Radio 101.9 FM | 233-6138 SUB Blvd. Vancouver, BC V6T 1Z1  
tel: 604.822.1242 | fax: 604.822.9364 | email: [info@citr.ca](mailto:info@citr.ca) | [www.citr.ca](http://www.citr.ca)

---

## CiTR Workstudy Positions 2012-13

### PROMOTIONS COORDINATOR

The Promotions Assistant will assist the Station Manager in developing station promotional strategies and materials. Tasks will include web posting, social media, updating recruitment materials and assisting with sponsorship agreements.

#### **JOB REQUIREMENTS**

The candidate must have experience/interest in the following areas: event planning, marketing and promotions, sponsorship, design and broadcasting.

**HOURS:** This position is for 10 hours per week, for a total of 280 hours.

**WAGE:** \$15.48/hour

**START DATE:** Wednesday, September 12

The Student Radio Society of the University of British Columbia is an equal opportunity employer that encourages applicants from underrepresented groups. To be eligible for the workstudy program, candidates must be registered in courses at UBC and have a valid UBC student number. Visiting students are not eligible.

**To apply, send a resume and cover letter to Brenda, CiTR Station Manager, at [stationmanager@citr.ca](mailto:stationmanager@citr.ca) by Friday, September 7.**

### PRODUCTION COORDINATOR

The Production Assistant will produce on-air promos and ads for broadcasting, and train new members to use our digital editing software. The PA will also assist the Engineer with maintaining station equipment.

#### **JOB REQUIREMENTS**

The candidate must have experience/interest in the following areas: radio production, sound editing, and broadcast equipment. Experience with programming, advertising, journalism, script writing, and training is an asset. Training will be provided.

**HOURS:** This position is for 10 hours per week, for a total of 280 hours.

**WAGE:** \$15.48/hour

**START DATE:** Wednesday, September 12

The Student Radio Society of the University of British Columbia is an equal opportunity employer that encourages applicants from underrepresented groups. To be eligible for the workstudy program, candidates must be registered in courses at UBC and have a valid UBC student number. Visiting students are not eligible.

**To apply, send a resume and cover letter to Brenda, CiTR Station Manager, at [stationmanager@citr.ca](mailto:stationmanager@citr.ca) by Friday, September 7.**



CiTR Radio 101.9 FM | 233-6138 SUB Blvd. Vancouver, BC V6T 1Z1  
tel: 604.822.1242 | fax: 604.822.9364 | email: [info@citr.ca](mailto:info@citr.ca) | [www.citr.ca](http://www.citr.ca)

---

## **TECHNICAL COORDINATOR**

The Technical Assistant will maintain CiTR's websites and web services, databases, podcasting, live streaming, networks and computers. The TA will also assist the Engineer with maintaining and the station's technical and broadcast facilities and equipment.

### **JOB REQUIREMENTS**

The candidate must have skills and experience in computer programming and web design, software and hardware, with an interest in broadcasting and sound equipment.

**HOURS:** This position is for 10 hours per week, for a total of 280 hours.

**WAGE:** \$15.48/hour

**START DATE:** Wednesday, September 12

The Student Radio Society of the University of British Columbia is an equal opportunity employer that encourages applicants from underrepresented groups. To be eligible for the workstudy program, candidates must be registered in courses at UBC and have a valid UBC student number. Visiting students are not eligible.

**To apply, send a resume and cover letter to Brenda, CiTR Station Manager, at [stationmanager@citr.ca](mailto:stationmanager@citr.ca) by Friday, September 7.**

## **DIGITAL LIBRARY COORDINATOR**

The Digital Library Coordinator will work closely with CiTR's music director to digitize CiTR's extensive music library. S/he will coordinate volunteers, organize and ensure proper tagging of files.

### **JOB REQUIREMENTS**

The candidate must have experience/interest in the following areas: music, databases, archiving, digital files, working with volunteers, broadcasting.

**HOURS:** This position is for 10 hours per week, for a total of 280 hours.

**WAGE:** \$15.48/hour

**START DATE:** Wednesday, September 12

The Student Radio Society of the University of British Columbia is an equal opportunity employer that encourages applicants from underrepresented groups. To be eligible for the workstudy program, candidates must be registered in courses at UBC and have a valid UBC student number. Visiting students are not eligible.

**To apply, send a resume and cover letter to Brenda, CiTR Station Manager, at [stationmanager@citr.ca](mailto:stationmanager@citr.ca) by Friday, September 7.**



CiTR Radio 101.9 FM | 233-6138 SUB Blvd. Vancouver, BC V6T 1Z1  
tel: 604.822.1242 | fax: 604.822.9364 | email: [info@cittr.ca](mailto:info@cittr.ca) | [www.cittr.ca](http://www.cittr.ca)

---

## **DESIGNER**

The Designer will assist CiTR's Station Manager with developing and altering CiTR images, designs and promotional materials.

### **JOB REQUIREMENTS**

The candidate must have experience in graphic design and Adobe Creative Suite.

**HOURS:** This position is for 2-3 hours per week, for a total of 80 hours.

**WAGE:** \$15.48/hour

**START DATE:** Wednesday, September 12

The Student Radio Society of the University of British Columbia is an equal opportunity employer that encourages applicants from underrepresented groups. To be eligible for the workstudy program, candidates must be registered in courses at UBC and have a valid UBC student number. Visiting students are not eligible.

**To apply, send a resume, cover letter and samples of design work to Brenda, CiTR Station Manager, at [stationmanager@cittr.ca](mailto:stationmanager@cittr.ca) by Friday, September 7.**