



CiTR 101.9 FM | Discorder Magazine | LL500-6133 University Boulevard. Vancouver BC, V6T 1Z1
604.822.1242 | www.citr.ca | www.discorder.ca

CiTR is hiring an Online Communications Coordinator

CiTR 101.9 FM is the broadcasting voice of the University of British Columbia, beginning as a student club in 1937, and gaining not-for-profit status and a place on the FM dial in 1982. CiTR offers students and community members a variety of services which include broadcast and multimedia training, promotional support, live on location coverage of events and much more. Since 1983 CiTR has also published Discorder Magazine, providing unparalleled monthly coverage of Vancouver's music community, arts scene and local current affairs while providing a space for students and community members to be trained in written journalism, photography, illustration and other aspects of publishing.

As broadcasting and publishing continue to navigate between the more traditional formats of terrestrial radio and print publishing, and the sharing of content through the use of the websites, podcast platforms and prominent social media channels such as Facebook, Twitter, Instagram, Snapchat etc.- it is increasingly important for us to focus on sharing our content online, so that we better serve underrepresented communities. The Online Communications Coordinator will provide communications support for CiTR 101.9 FM and Discorder Magazine.

TASKS AND RESPONSIBILITIES:

- Writing and copy editing communication materials for CiTR and Discorder, including articles, press releases, newsletters, social media posts, promotional materials and the CiTR annual report
- Maintaining and creating content for our website, including writing daily articles and providing timely information to our community about our on-air programming, news from local artists and musicians, and local current affairs with a focus on stories, issues and perspectives not seen from other media organizations
- Coordinating all of CiTR and Discorder's social media accounts, scheduling social media content delivery, coming up with new and creative uses of social media to promote CiTR and Discorder content
- Assist CiTR staff and volunteers in the continued development of our social media strategy
- Promoting CiTR's radio and print content on social media, including in-studio performances, special programming days, and live broadcasts
- Updating training materials and worksheets for new writers, photographers and illustrators, this includes translating these materials different languages with support from the CiTR and Discorder community

JOB REQUIREMENTS:

The ideal candidate will be motivated and creative with excellent communication skills. They will have experience with journalism, copy editing, publishing, communications, social media and promotions. Proven ability to work with diverse communities is an asset.

TERMS OF EMPLOYMENT :

This position is subsidized by the government of Canada's Canada Summer Jobs program. It will run for 12 weeks, 35 hours/week, with a wage of \$14.00/hour and an anticipated start date of May 26, 2017. 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 this position, the candidate must be a full-time student returning to full-time studies in September, between 15 and 30 years of age, and a Canadian citizen, permanent resident or protected refugee.

To apply, send a resume and cover letter to Hugo, CiTR Manager and Discorder Publisher, at stationmanager@citr.ca.

Deadline for applications is Tuesday, May 16, 2017.