



CiTR 101.9 FM | Discorder Magazine | LL500-6133 University Boulevard. Vancouver BC, V6T 1Z1  
604.822.1242 | [www.citr.ca](http://www.citr.ca) | [www.discorder.ca](http://www.discorder.ca)

## CiTR is hiring a Programming and Community Engagement 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.

The Programming and Community Engagement Coordinator will be responsible for supporting special programming and live broadcasts throughout the summer, supporting CiTR's summer youth broadcast initiatives, producing public service announcements and ads for our community partners, and assisting with campus and community outreach and accessibility.

### TASKS AND RESPONSIBILITIES:

- Work with our Program Manager to plan and organize live broadcasts at local community events and festivals, including pre-planning content and interviews with organizers, organizing onsite tests, facilitating the live broadcasts, and facilitating volunteer involvement and training
- Produce public service announcements & advertisements for local community events, festivals and nonprofit groups and organizations including public service and safety announcements. Ensuring the facilitation and training of volunteers in the process
- Work with CiTR's Program Manager to organize special programming and develop content around special programming initiatives (which include Asian history month, Black History Month, International Women's Day, etc.) This includes contacting students, faculty, and community organizations to collaborate with broadcasts and developing scripts and concepts for promotional materials
- Assist CiTR staff with the planning and execution of a week long CiTR summer radio camp for children ages 11-15
- Assist CiTR staff to facilitate the yearly collaboration between CiTR and the UBC Museum of Anthropology's Native Youth Program
- Assist the Program Manager with training of CiTR programmers, supporting a diverse group of people that identify with a variety of religions, cultures, ages, gender identities and expressions, races, colours, mental and physical abilities and sexual orientations.

### JOB REQUIREMENTS:

The ideal candidate will be motivated, creative and efficient, with great problem solving skills. They will have skills, experience or interest in broadcasting, journalism, sound editing, creative writing, advertising, community engagement, training and/or working with youth. 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](mailto:stationmanager@citr.ca).

**Deadline for applications is Tuesday, May 16, 2017.**