

Position Type

UBC Vancouver Work Learn Program

ID

898191

Organization Type

UBC Faculty, Department, Unit or Student Group

UBC Faculty/VP

Faculty of Arts

UBC Department Name

Office of Regional and International Community Engagement

Job Title

WL S22 GAA -Human Rights Training Program (SAR & HRC)

Job Description**Position Summary**

The Scholars at Risk and Human Rights Collective (SAR & HRC) is situated within the Office of Regional and International Community Engagement. The SAR&HRC Graduate Academic Assistant (GAA) will play a central coordinating role in the growth of the collective through the development of a Human Rights Training Program. This program will be developed in part through a larger project will create such an interdisciplinary hub to enhance student learning in the field of Human Rights. The GAA will contribute to the development of interdisciplinary learning modules for use across the university, develop an annual seminar series, support experiential human rights learning opportunities, that will ultimately lead to a new 'Topics in Human Rights Research and Practice' course in the future. The SAR & HRC Graduate Academic Assistant will collaborate with the larger team of faculty, staff and students in SAR &HRC and the Office of Regional and International Community Engagement (ORICE) to develop the Human Rights Training program.

Specific duties may include:

- Coordinate a process to identify faculty, staff, and students to sit on a Human Rights Education Advisory Committee (HREAC) for the project using a variation of snowball sampling.
- Review the 2021 Human Rights Training pilot series results, and related courses, and co-curricular research projects to review and revise topics and approaches to include in the new HR modules.

-Coordinate the development of a project timeline to plan for the development, testing and implementation of modules in 2022-23.

-Create a materials repository of existing and available resources such as facilitation notes, PowerPoint slides, videos, case studies, community care resources, and experiential Human Rights projects.

-Coordinate the first HREAC meeting to review project proposal, budget, process, timeline, etc., and gather input on preliminary topics and pedagogical approaches.

- Contribute to the Human Rights training literature review conducted in summer 2021, determine if additional areas require further inquiry.

-Consult Arts ISIT about the best approach to share materials being developed for the modules.

-Performing general support for the SAR& HRC @UBC initiative.

The position will require the GAA to work 20 hours per week during the 2022S term. The successful candidate will be required to be in Vancouver for the majority of the placement in order to meet with the core project team and other stakeholders on the UBC-Vancouver Campus.

Supervision Received

The SAR & HRC Graduate Academic Assistant will report directly to Dr. Jenny Peterson (Political Science, SAR & HRC Academic Lead) and also take direction from Tamara Baldwin, Director of ORICE. This position will attend regular team meetings to better understand the interconnectedness of the work they are doing and to provide and receive feedback /opportunities for collaboration and streamlining. Workspace will be provided in the Office of Regional and International Community Engagement. The SAR&HRC GAA will liaise, as well, with the SAR Network coordinators, based in various international locations.

Complexity

The tasks and duties as noted above will largely be of a high level of complexity. Tasks range from more general organizational, coordination and research duties such as preparation of recruitment materials, to the execution of events, supervision of communications planning, liaising and logistics with partners.

Unit Goals

This position will play an important role for the Office of Regional and International Community Engagement within the Faculty of Arts. The unit is tasked with engaging a vast array of communities regionally and internationally for the purposes creating reciprocal partnerships that will deeply contribute to both student learning and global community development. This role will support those goals through preparing students and community partners for a collaborative working relationship to ensure a mutually beneficial experience.

Work Setting

Combination of remote and on-site

Number of Openings

1

Qualifications

Skills & Knowledge

To be successful in this position, the following listed skills and knowledge are preferred. Students will have the opportunity to further develop these skills in the position.

- Complex understanding of advocacy, protection and teaching/learning challenges in the realm of academic freedom and human rights
- Critical engagement with innovative pedagogies and the integration of undergraduate research experience as a learning pathway
- Ability to curate, foster and embellish relationships with faculty to collaborate towards enhanced learning experiences for students
- Excellent verbal and written communication skills
- Experience with emotionally challenging content, and care practices to mitigate related and potential harms
- Demonstrated experience in project management and working with multiple, diverse and demanding stakeholders
- Demonstrated initiative
- Strong interpersonal skills
- Ability and willingness to work both independently and as part of a collaborative team
- Experience with web design in WordPress
- Excellent editing skills
- Experience working with online social media platforms and UBC-related online material
- Strong computer skills (web, word processing, e-mail, database, spreadsheet)
- Good research and organizational skills
- Strong academic background: a cumulative average of at least 70% is required
- Creativity, enthusiasm and commitment
- Ability to liaise with multiple stakeholders and project partners

Education level

The student that fills this position should be at a graduate student level. Student researchers with a background in fields such as International Relations, Human Rights, International Law, International Education or related areas are encouraged to apply.

Position Fit

Elements needed for the candidate to be a strong fit in the position:

- Familiarity with the SAR program or human rights advocacy.

- Organizational and project management proficiency.
- Demonstrated skills in content creation, liaison, communications, event planning.
- Desire to work both independently and as part of a team

Student Learning Components (UBC Vancouver Work Learn Program)

Orientation and Training:

All training and mentorship activities will be accommodated on-line if needed due to COVID

The SAR & HRC Graduate Academic Assistant will receive an orientation and welcome meeting to the position. In this meeting they will receive a) orientation materials to the SAR Network and current Human Rights training information b) updated material on SAR& HRC initiatives at UBC, and c) primer on the theory which under-girds our working frameworks. Following this welcome meeting, we will schedule additional meetings in order to process all of the orienting material and discuss key projects, timelines and expectations.

Feedback and on-going support:

The SAR &HRC Graduate Academic Assistant will receive feedback and support in a number of ways. The first is through periodic team meetings with the SAR&HRC UBC larger staff team meetings. During this meeting the team will review the work which was completed so that we can a) ensure the work is on-track, b) work through problem areas together, and c) develop action items for the next week. We also have an open door policy allowing the individual to ask questions with ease. Bi-weekly meetings with project lead will hold space for direct feedback on the SAR &HRC initiative and it's evolving nested and long-term goals. Project specific meetings will be set as necessary. Regular communication also occurs between meetings through email, phone and zoom as necessary.

Mentorship:

The SAR &HRC Graduate Academic Assistant works closely with the SAR& HRC UBC committee, including Dr. Jenny Peterson, as well as faculty, staff and students interested in the programming; providing an opportunity to create a significant network that can be of benefit to the student in their current role and generally as an advocate for human rights and academic freedom. Additionally, the bi-weekly one-on-one provides a space for conversations and mentorship support. In addition, the SAR &HRC Graduate Academic Assistant will develop a relationship with external SAR staff and administration, having important learning opportunities with their experience as an international institution and movement.

Reflection:

The SAR& HRC Graduate Academic Assistant is also asked to consider their previous lived experiences and political education in shaping the work that they are doing, and in doing so, works to provide further opportunity to make meaning and deepen learning through this position. Reflection will be encouraged in the form of goal setting, active engagement in content development, and during check-ins with their

supervisor, and as part their professional and personal development.

Personal & Professional development, Workplace skills:

The SAR &HRC Graduate Academic Assistant will have the opportunity for personal and professional development through developing skills in the following areas:

- Active involvement with an international network for protection, advocacy and learning, with a direct impact on the academic sphere within which we work.
- Research opportunity in exploring investigating pedagogical tools and supports for integrating experiential and applied research into an undergraduate learning setting.
- Engagement with an international movement with a rights focus.
- Communications experience for a pedagogical and advocacy initiative, especially with web content creation, Graphic and web design, development of pedagogical aids for faculty.
- Coordination and logistics, as well as theory and application of international networks and movements within a university institutional and teaching space.
- Event design, organization and execution.
- Dialoguing skills in an academic, and cross-cultural environment.
- Small scale event coordination.
- Teamwork.
- Time management.

Classroom Learning

In addition to the description or reflective opportunities above, active questioning and considerations about the application of their academic discipline to their work within the unit is encouraged and fostered. As the program has a focus of experiential education, the student in this position will be encouraged to approach the work as complementary to their classroom learning.

Networking

In this position the SAR& HRC Graduate Academic Assistant will be interacting with university and non-university partners, both internal and external to the Point Grey campus community. Through these interactions with staff, faculty, students and individuals at the SAR international organization, this position will offer an extensive opportunity for the development of a professional network.

Position Classification

Researcher/Professional (\$22.67/hr or \$27.22/hr or \$32.66/hr)

Salary / Wage

27.22

Hours Per Week

20

Total Number of Hours per Student Position

300

Experience Level

Current Students in an Undergraduate Program, Current Students in a Masters Program

Preferred Degrees/Disciplines

Arts/Social Sciences, Education/Teaching, Law/Legal Studies

Is this Work Learn position research oriented?

Yes

Supervisor

Tamara Baldwin

Supervisor Email

tamara.baldwin@ubc.ca

Additional Supervisors

Dr. Jenny Peterson

Additional Supervisor Email

jenny.peterson@ubc.ca

Work Learn/ Work Learn International Undergraduate Research Awards Administrator

SPPGA Admin

Work Learn/ Work Learn International Undergraduate Research Awards Administrator Email

sppga.admin@ubc.ca

Anticipated Start Date

May 16, 2022

Application Procedure

Resume, Cover Letter, Class Schedule