



JOB POSTING INFORMATION

Position type:	Part time
Job title:	Student Research Assistant Position - Website and Social Media Coordinator
Number of positions:	1
Job Start date:	25 th November 2020
Job location:	Remote/working from home
Job description:	<p>The Transforming the Field Education Landscape: Intersections of Research and Practice in Generation Social Work Field Education research project, led by Project Director Dr. Julie Drolet, invites applications for a Website and Social Media research Assistant position.</p> <p>This part time fixed short term position will be for approximately 3 months with the possibility of extension.</p> <p>This position will be working closely with the Project Management Office (PMO). This position will assist with website updates, social media, monthly newsletters, knowledge mobilization, develop outreach materials, support with webinars, and various other activities related to the project.</p> <p>Position Description and summary of Responsibilities:</p> <ul style="list-style-type: none">• Assist with website updates• Assist with updating and promoting the project's social media accounts.• Assist with the development of website and social media content.• Assist with the creation of various knowledge mobilization documents (i.e. posters, brochures).• Support the Project Management office with social media activities.• Assist with Knowledge mobilization and integrated knowledge exchange.• Assist with newsletter content development.• Assist with outreach and events (creating Eventbrite events and managing registration).• Assist with knowledge mobilization tracking.