



Student Issues and Advocacy Coordinator

Posted: Thursday August 22th, 2019

Posting Deadline: Thursday August 29th, 2019

Vacancy: Full Time - Permanent

Notice Start: A.S.A.P.

Salary: \$55,628.61.

Hours of Work: 40 hours per week

Reporting to: Executive Director, Ryerson Students Union

The Student Issues and Advocacy Coordinator acts as the Ryerson Students' Union (RSU) lead advocate for students, including, but not limited to, Ryerson's appeal process and other academic issues, and implements services and campaigns which seek to improve the quality of and access to education at Ryerson.

Duties:

- 1) Represents and advises students in matters related to appeals and complaints, both academic and non-academic, at all stages of appeal
- 2) Administers drop-in hours and scheduling of appointments to advise and assist all students
- 3) Identifies workshops, seminars, or other training opportunities related to student rights and the human rights of students, including workers rights, along with developing and implementing relevant workshops and/or training programs and creating materials to address identified needs of students as established by management. Coordinates such efforts with Ryerson University, where appropriate.
- 4) Tracks and provides advice on University policy issues related to education, student rights and other matters considered by Ryerson's Senate. May be asked to attend meetings of the Senate and/or appropriate University committees wherever possible.
- 5) Required to produce a year-end report including statistics and analysis of trends and issues facing students in relation to academic appeals and hearings
- 6) Takes a primary role in campaigns related to student rights (undergraduate and graduate) and works in collaboration with the Equity and Campaigns Organizer, and other staff members where applicable, to ensure such campaigns are coordinated.
- 7) Assists in the development of budgets for advocacy issues campaigns and ensures budgets as established by RSU for these areas are adhered to.
- 8) Researches issues related to quality of or access to education and student rights, and assists in the development of fact sheets, briefs, backgrounders, and other research documents.
- 9) Assists and acts as a resource to the Educational Issues Committee, and attends meetings wherever possible and as directed by management. Ensures the coordination



of education and advocacy campaigns and seeks to inform students about academic university and working rights.

- 10) Works with the General Manager, The Equity and Campaigns Organiser, and other staff members where applicable to organise campaigns related to Graduate students and Graduate student issues. Including the campaigns of the National Graduate Caucus of the Canadian Federation of Students.
- 11) Researches issues related to quality of or access to education for graduate students, and assists in the development of fact sheets, briefs, backgrounders, and other research documents for graduate issues.
- 12) Assists the executives, in conjunction with the Equity and Campaigns Organizer, in the development of lobbying campaigns and initiatives, as pertaining to University policies
- 13) As time permits, assists with other duties as assigned.
- 14) Supervised by and reports to the General Manager.