



## DATA SECURITY ANALYST VOLUNTEER

### SCWIST Volunteer Opportunity

SCWIST (The Society for Canadian Women in Science and Technology) is a not-for-profit society that specializes in improving the presence and influence of women and girls in STEM (Science, Technology, Engineering, and Math) in Canada. Our members and community are most numerous in BC, and we have affiliates in Alberta, Manitoba, Quebec, and our online programs are across Canada. SCWIST promotes participation and advancement through education, networking, mentorship, collaborative partnerships and advocacy.

SCWIST Volunteers develop skills, gain valuable experience and expand their network. Come join us to contribute to program delivery and advocacy work to further SCWIST's vision of an environment where girls and women in Canada pursue their interest, education and careers in science, technology, engineering and math (STEM), without barriers.

As part of our national growth strategy, the Technology Committee needs to conduct a full security review on our data and networks and is looking for motivated volunteers to assist with this.

Are you keen to utilise your Data and Network Security skills to make a real difference in the important work that SCWIST is doing? Are you great at creating policies and procedures, and conducting security analyses? You're exactly who we're looking for!

Successful volunteers will form a sub-committee of the Technology Committee, and will manage and guide the whole Data Security Analysis process from start to finish. The security analysis is expected to take 4 months. If there is more than one successful volunteer for this position, then one person will be appointed as the Lead Security Data Security Analyst Volunteer and will be given the opportunity to lead the sub-committee.

#### Opportunity

SCWIST is seeking a resourceful and proactive volunteer, "**Data Security Analyst Volunteer**", to join our Technology Committee. The role reports to the Technology Committee Lead and the Director of Finance and is a minimum 4-month term.

The **Data Security Analyst Volunteer** will assist with securing SCWIST's growing network of members, as well as its associated growth in network and data complexity.

This is an incredible opportunity to hone your existing security skills in a real-world environment with real data, and across multiple software platforms and architectures. You will be part of a

dynamic committee, and will have the opportunity to contribute to the overall Technology strategy of an amazing organisation. Join us now!

### **Key Results:**

- Draft a project plan to cover off the steps required to conduct a full review of SCWIST's data and network security
- Perform a technology system security audit, risk assessment, and analysis
- Make recommendations for enhancing data systems security
- Researching attempted breaches of data security and rectifying security weaknesses
- Formulating security policies and procedures
- Participate in the Technology Committee's weekly 1-hour meetings

### **Skills and Qualifications**

The successful candidate will possess many of the following skills or be willing to learn. When in doubt, apply!

- Studying or graduate of a Computer Science or other applicable post-secondary program or Data Security Certification
- Ability to perform security audits, risk assessments and analysis
- Make recommendations for enhancing data systems security
- Research attempted breaches of data security and rectify security weaknesses
- Formulate security policies and procedures
- Interest in gender equality and science, technology, engineering and mathematics policies and programs
- Demonstrated ability to effectively maintain a work/life balance and manage time effectively
- Strong ability to collaborate and work with people remotely
- Basic Project Management experience
- Positive demeanor and strives to be a productive, solution focused teammate
- An equivalent combination of training and experience will also be considered

### **Term and Location**

We anticipate this role to be about 5 hours per week. Given the training and onboarding time, we ask for at least a 4-month commitment.

This volunteer opportunity is ideal for someone anywhere in Canada as it can be done remote/virtually.



## How to Apply

Please complete a volunteer application at: <https://scwist.ca/get-involved/volunteer/>. Include a note indicating you are applying for the “**Data Security Analyst Volunteer**” role.

Applications will be reviewed as received with a closing date of 20 February 2022.

We encourage volunteers of all backgrounds and diversity to apply including those with lived experience or otherwise don't have the exact skills and qualifications noted above. We will ensure that individuals with disabilities are provided reasonable accommodation to participate in the volunteer application or interview process, to perform crucial volunteer role functions, and to receive other benefits and privileges of volunteering with SCWIST. Please contact us to request accommodation.

Thank you for your interest in this opportunity to remove barriers for women and girls in STEM!