

YOUTH ENGAGEMENT COMMITTEE LEAD

SCWIST 6 month (minimum) 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. 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.

Are you keen to make a MASSIVE improvement in SCWIST's ability to put on impactful and engaging events and programs? Do you want to open the door for individuals to give back to the STEM community in meaningful ways and potentially facilitate securing employment opportunities?

Opportunity

SCWIST is seeking an organized and proactive volunteer, "**Youth Engagement Committee Lead**", to join our Youth Engagement Committee. The role works closely with the Youth Engagement Committee and reports to the Director of Youth Engagement. The role is a minimum 6-month term.

The **Youth Engagement Committee Lead** will be a committee member with the key responsibility of ensuring that the Youth Engagement committee operates smoothly. SCWIST's Youth Engagement committee is a fun team of people who are passionate about inspiring girls to pursue their passion for STEM. The team meets monthly to discuss and plan events, with each committee member taking on tasks as needed. The Committee Lead's primary responsibilities is to coordinate the youth engagement committee's work, which includes setting up monthly meetings, creating meeting agendas, and coordinating the work of committee members to ensure projects are completed on time.

Key Responsibilities:

- Organize committee meetings
- Coordinate Youth Engagement Projects
- Manage Youth Engagement committee members
- Attend Youth Engagement events and workshops
- Assist in the management of Youth Engagement inventory
- Assist in developing Youth Engagement projects

Skills and Qualifications

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

- Interest in gender equality and science, technology, engineering and mathematics policies and programs
- Interest in STEM education
- Ability to communicate effectively with people having diverse backgrounds
- Strong organizational and coordination skills
- Strong ability to collaborate and work with people remotely
- Positive demeanor and strives to be a productive, solution focused teammate

Term and Location

We anticipate this role to be about approximately 5 hours per week, with additional time required if attending events. Given the training and onboarding time, we ask for at least a 6-month commitment. The majority of responsibilities can be completed online and over email, Slack messaging, phone calls, and video conference. There is the opportunity to organize and attend in-person events and workshops.

This volunteer opportunity is ideal for someone based out of Metro Vancouver as most of our events are delivered in this area, however, we welcome and encourage people from across Canada to apply, as we are looking to continue expanding the geographic scope of SCWIST's Youth Engagement work.

How to Apply

Please complete a volunteer application at: <https://scwist.ca/get-involved/volunteer/>. Include a note indicating you are applying for the “**Youth Engagement Committee Lead**” role.

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!