Position Description: **ASOSU LGBTQ+ Students Advocacy Coordinator**

Posting Title ([jobs.oregonstate.edu](jobs.oregonstate.edu)): **ASOSU Associate for LGBTQ+ Advocacy**

**Position Summary**

The **LGBTQ+ Advocacy Coordinator** serves on the ASOSU President’s team to support projects and campaigns that will increase inclusivity and awareness through outreach and advocacy to all communities of OSU, specifically the LGBTQIA2S+ community. The LGBTQ+ Advocacy Coordinator will work closely with other members of the ASOSU Executive branch and the Diversity Team to develop initiatives and programs to raise awareness and engage the student body on issues related to the LGBTQIA2S+ community, along with working on other diversity and equity priorities.

Given the limited hours and timeline of ASOSU’s advocacy, these responsibilities (including those provided below) may be amended or vary depending on the ongoing needs or emergent issues and/or circumstances.

**Position Duties**

**Community and Advocacy Work:**

- Create and develop intersectional, collaborative programs and initiatives pertaining to LGBTQIA2S+ students;
- Provide support for LGBTQIA2S+ students and community members, and provide a resource for interaction with the student government on issues of equity and inclusion affecting these communities;
- Communicate with the Pride Center and affiliated student organizations to maintain positive relationships between the student government and campus resources for LGBTQIA2S+ students;
- Foster relationships with LGBTQIA2S+ student organizations and communities
- Chair the LGBTQ+ council
- Seek to collaborate with members of the student government to ensure better understanding of the impact of student government and University policies on the student body;
- Attend on-campus programs and events relevant to LGBTQIA2S+ students;
- Provide a resource for LGBTQIA2S+ students, and their families and associates, to interact with the student government and learn more about campus services;
- Work with the ASOSU Policy Director and Local and Legislative Policy Coordinator on issues and policies concerning LGBTQIA2S+ students in higher education;
- Represent ASOSU on university committees focused on the needs and experiences of LGBTQIA2S+ students, such as the Transgender Task Force;
• Advocate to create a safe, open, and inclusive environment for LGBTQIA2S+ students at OSU;
• Work with leadership to be available, and/or connect community members with ASOSU resources, through events related to LGBTQIA2S+ student affairs, which may include those hosted by the Pride Center, SOL: LGBT Multicultural Support Network, the OSU Rainbow Continuum, and the Office of Institutional Diversity;
• Facilitate the gathering of information, tracking legislation, and conducting research on issues and policies concerning LGBTQIA2S+ student issues, and work with the Policy Team, ASOSU President/Vice President, and external organizations, to consider possible advocacy;
• Work with the Office of Institutional Diversity, and Diversity & Cultural Engagement, to track University diversity, social justice, and equity initiatives and policies relating to LGBTQIA2S+ students;
• Identify and develop areas of involvement in LGBTQIA2S+ student affairs in which the ASOSU Executive Branch should engage itself.

Administrative Tasks
• Attend regular Diversity Team and all-executive staff meetings;
• Provide a report to the ASOSU Congress at least once per term;
• Assist the Chief of Staff by providing relevant input during expenditure processes;
• Meet with ASOSU Advisor twice per month for one-on-one meetings;
• Meet regularly with the ASOSU President and Vice President;
• Send the Chief of Staff a schedule of working hours at the beginning of each academic term.
• Attend a SOL: LGBTQ+ Multicultural Support Network/Pride Center joint staff meeting at least once per term.

Other Campaigns and Initiatives:
• Serve and work on additional committees and campaigns, such as the Voter Registration Drive and ASOSU Elections, at the direction of the ASOSU President;
• Other duties as assigned by the ASOSU President and Vice President.

Minimum Qualifications


Preferred Qualifications

• ASOSU Constitution eligibility requirements:
  ● Undergraduate students shall have earned at least six hours of credit in their most recently completed term, be currently registered for at least six hours, not be on conduct probation, and have a minimum cumulative grade point average (GPA) of 2.00.
  ● Graduate students shall have earned at least five hours of credit in their most recently completed term, be currently registered for at least five hours, not be on conduct probation, and have a minimum cumulative grade point average (GPA) of 3.00.
• Must be available for training for the week of August 8th
• A commitment to promoting and advancing diversity and creating an atmosphere of inclusion;
• Communication skills in areas including but not limited to interpersonal, public speaking, digital, verbal, and written communications;
• Ability to manage time and work accurately with interruptions to meet a deadline;
• Work well under pressure, exercising flexibility, initiative, good judgment, and discretion.

Preferred (Special) Qualifications

• Willingness to be adaptable, to accept changes and try new things;
• Ability to work independently as well as in a team;
• Experience working with ASOSU, or other organizations focusing on student advocacy, campus involvement, diversity and inclusion, or other related areas;
• Strong organizational skills and ability to delegate tasks;
• Knowledge or Experience working with LGBTQIA2S+ students or the LGBTQIA2S+ community

Working Conditions / Work Schedule

Term of Employment: August 8th, 2022, serving at the pleasure of the ASOSU President until June 1, 2023.

Hours: Currently budgeted for no more than 15 hours per week*; scheduling and further guidance will be provided by the President and Vice President post-hire.

Some weeks may involve less work than the maximum, but leadership will work to provide as many opportunities as reasonably possible to advance ASOSU’s policy priorities and fill the employee’s available time.

*Subject to change based on available funds and administrative policies. University policy places a firm limit of 20 hours per week for all student employees throughout the regular academic year.

Compensation: Hourly (clocked) wage of $15.50/hr., for Summer, fall, winter, and spring (not including final exam weeks).

Application Requirements

Application Deadline: July 8th, 2022

Application must include the following:

• Cover letter (one page)
• Resume
• Two references
  ○ Please provide contact information, preferably a phone number, instead of letters
of recommendation. To maintain fairness, letters of recommendation will not be read by the hiring committee.

In addition, applicants will respond to the following prompts (200-400 words each for 1. and 2.):

1. Describe one or more areas of student-related advocacy of interest to you, and explain what you have done or would like to do to advance them.
2. What do the values of diversity and inclusion mean to you, and what impact would these values have in your work?
3. (Yes/No) Will you be available the week of August 8th for training?

For additional information, please contact:
Matteo Paola, President — asosu.pres@oregonstate.edu
Sierra Young, Vice President — asosu.vp@oregonstate.edu

OSU commits to inclusive excellence by advancing equity and diversity in all that we do. We are an Affirmative Action/Equal Opportunity employer, and particularly encourage applications from members of historically underrepresented racial/ethnic groups, women, individuals with disabilities, veterans, LGBTQ2S+, community members and others who demonstrate the ability to help us achieve our vision of a diverse and inclusive community.

Oregon State University in Corvallis, Oregon is located within the traditional homelands of the Mary's River or Ampinefu Band of Kalapuya. Following the Willamette Valley Treaty of 1855 (Kalapuya etc. Treaty), Kalapuya people were forcibly removed to reservations in Western Oregon. Today, living descendants of these people are a part of the Confederated Tribes of Grand Ronde Community of Oregon (https://www.grandronde.org) and the Confederated Tribes of the Siletz Indians (https://ctsi.nsn.us).