

Cultural Studies Research Assistantships 2024-2025

The Cultural Studies graduate program is seeking two graduate students who will work collaboratively to support our events, communications, and recruitment strategies. The successful candidates will have excellent communication, writing, and organizational skills as well as experience with social media and digital storytelling. Applicants should be creative and efficient; self-motivated and enterprising; collaborative; willing to suggest ideas; and have a desire to learn about university administration.

Taking direction from the Co-Directors and working with all members of the Cultural Studies administrative team, these RAs will work together to support program activities including but not limited to: managing email traffic with confirmed guest speakers; creating event posters including requesting abstract, title, photo from speakers; coordinating social media promo; attending and reporting on colloquium event with goal of creating content for social media and website; assist with day-of logistics for in-person Cultural Studies events; provide on-site tech support; coordinate catering when needed; and, more broadly, supporting the Program's recruitment objectives by researching and identifying opportunities to build awareness about the Program and its events, developing an I-EDI/AA informed recruitment strategy, and serving as recruitment ambassadors. The successful candidates will also be encouraged to identify opportunities to make a difference, and to embrace other duties as assigned.

Applicants must be full time, funding eligible, (including those approved for funding in Year 5), Cultural Studies graduate students. Each RA contract will include 260 hours, from September 1, 2024, to July 31, 2025.

Applications should include your CV plus a one-paragraph statement describing your interest in and suitability for this position.

Deadline is Tuesday, July 30, at 9am, and should be submitted to: Carrie Miles at cs.admin@queensu.ca.

Appointment of Research Assistants

In the appointment of graduate students to RAships funded from the University's operating budget, the Employer shall first offer the RAship to qualified graduate students registered as students in the department or program (including interdisciplinary programs) in which the RAship will be offered and for whom the RAship will be granted as part of the funding commitment offered by the Employer, prior to offering the RAship to any other qualified graduate student.