



## **COMMERCE STUDENTS' ASSOCIATION (CSA)**

The CSA strives to enrich the undergraduate student experience at the I.H. Asper School of Business through unique events and professional development opportunities that foster meaningful relationships with the greater business community.

## **POSITION OVERVIEW**

The Equity, Diversity, and Inclusion (EDI) Officer is responsible for any and all initiatives developed to ensure that both the CSA and the Asper School maintain a diverse and inclusive community.

## **POSITION RESPONSIBILITIES**

- Plan initiatives and events to help educate CSA members about the purpose, importance, and practices of EDI.
- Work with the CSA's Indigenous Representative to promote Indigenous events and initiatives.
- Work with the CSA's 2SLGBTQIA+ Representative to promote 2SLGBTQIA+ events and initiatives.
- Collaborate with & promote diversity & inclusivity groups on campus.
- Sit on the Equity, Diversity, and Inclusion Task Force.
- Work with the Vice President Internal and Human Resources Coordinators to ensure the CSA's recruitment process incorporates EDI.
- Organize and initiate workshops or sessions around the topics of Equity, Diversity and Inclusion to CSA General Council members, Committees, and STAG Executives.
- Attend monthly CSA General Council meetings.
- Promote and attend CSA events.

## **LINES OF COMMUNICATION**

- CSA Executive Council
- CSA General Council
- Student Action Groups (STAGs)
- Dean's Office



## SKILLS DEVELOPED

- Communication skills
- Organization skills
- Problem solving
- Event planning

## POSITION DETAILS

Number of positions available: 1

Reports to: Vice President Internal

## COMMITMENT LEVEL

Summer 2024	Fall 2024	Winter 2025
Medium	Medium	Medium

High = 10-15 hours a week

Medium = 5-10 hours a week

Low = Less than 5 hours