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EMPLOYMENT OPPORTUNITY AT TRENT RADIO – TSWEP **Summer Events & Student Outreach Coordinator**

Application Deadline: 4 April 2025, NOON

Anticipated Start Date: 28 April 2025

The Summer Events & Student Outreach Coordinator will be responsible for increasing Trent Radio's presence on campus, and enhancing our in-person student engagement activities by being present on campus to deliver workshops, information sessions and creative events.

The Summer Events & Student Outreach Coordinator will be responsible for curating and producing live & pre-recorded radio programming from Trent's Campus to highlight and engage with student life, student activities and the roster of staff who build our Trent Community.

The Summer Events & Student Outreach Coordinator will be responsible for organising and hosting live broadcasts as part of Trent University's Summer Orientation, organising social activities for Trent Radio members, and hosting live music events and radio project days featuring Trent Student bands and acts.

The successful candidate would be responsible for operating audio production equipment and remote broadcast technology. Audio production skills and general computer and technology competency be required. This position requires a flexible schedule, including evenings and weekends.

Hours: 35 hrs/week for 17 Weeks

Rate of Pay: \$21.65/hour

Student Eligibility

- Students must be intending to return to Trent full-time for the 2025-26 school year. Students intending to graduate before January 2026 are not eligible.
- Students must meet the eligibility requirements each term in order to maintain eligibility for these funded positions.
- Students will be sent an email to confirm eligibility automatically
- To be eligible students must be receiving funding, meet the OSAP definition of full-time (see below), and have their enrollment and funding confirmed with OSAP, their home province or territory, or their Band or education office.
- Students do not have to be registered in summer courses to be eligible.
- The successful candidate must be eligible for TSWEP funding through Trent University to secure the position.

Please send resume and cover letter to: info@trentradio.ca
Attn: Trent Radio Hiring Committee
Subject: TSWEP Job Application

Thank you for your interest in this position. Only those candidates under consideration will be contacted.

Trent Radio is committed to providing a workplace free from discrimination or harassment. We expect every member of the Trent Radio community to do their part to cultivate and maintain an environment where everyone has the opportunity to feel included, and respected.

Trent Radio continues to do the work to formalise our operations and is committed to being a fair and transparent employer, striving to acknowledge our unconscious biases and create an inclusive environment.