



**GAUNTLET
PUBLICATIONS
SOCIETY**

Room 319 MacEwan Student Centre
2500 University Dr. NW
Calgary, AB, T2N 1N4

Sports & Lifestyle Assistant (2)

The Sports & Lifestyle assistant is a volunteer position with higher responsibility, and will aid and report to the Sports & Lifestyle Editor in managing the smooth operation of the Sports & Lifestyle sections from June 6th to December 19th, 2022. This timeframe of this position may be extended on the basis of performance in this role.

The following is tentative and subject to change:

Role Expectations

- The Sports & Lifestyle assistant will be responsible for assisting the Sports & Lifestyle Editor as directed with maintaining the sections' weekly quota of 4-6 stories a week.
- Contribute at least one article per week.
- Meet once a week with the Sports & Lifestyle Editor over Zoom or in-person to discuss the story lists and address any questions/concerns
- Keeping up to date with lifestyle tips and ideas and/or sports news on a local, national and international level.

- Pitch stories to the Sports & Lifestyle Editor for weekly story lists.
- Responsible for maintaining good communication over Slack
- Reserve emails to the Sports & Lifestyle Editor for more serious/complex messages, if not meeting in person or via Zoom

Job Requirements

- Current undergraduate students at the University of Calgary will be given priority, but graduate students, new graduates (within one year) with experience will be considered.
- Skills:
 - Strong writing and grammatical abilities
 - Familiarity with Canadian Press Style
 - An understanding of your time commitment to your role weekly submissions
 - For Sports Only:
 - Awareness of sport events happening on a local, national and international level
 - Ability to work independently and cooperatively in a rapidly changing environment.

- Interest is appreciated, however a willingness to learn about either section is also welcome

Compensation

- This 2022 year will **not include compensation**.
- All volunteers can compete for a Yacowar Award scholarship.
- You will have a higher chance of receiving a scholarship if expectations are met.

Reports to: Sports & Lifestyle Editor

Please submit a resume and sample of related writing via email to sports@thegauntlet.ca. Selected applicants will be contacted for an interview.

If there are any questions/concerns about the presented information, please email Rodrigo at sports@thegauntlet.ca.