



University House 1
PO Box 1700 Stn CSC
University of Victoria
Victoria BC Canada V8W 2Y2
Phone: (250) 721-6236
Fax: (250) 721-7217
Website: www.pacificclimate.org

Content Development and User Engagement Assistant (Co-op)

Pacific Climate Impacts Consortium (PCIC)

The Pacific Climate Impacts Consortium (PCIC) is a regional climate service centre at the University of Victoria that provides practical information on the physical impacts of climate variability and change. Through collaboration with researchers and regional climate information users, PCIC produces knowledge and tools in support of long-term planning.

PCIC is part of the consortium, convened by Environment and Climate Change Canada, developing the climatedata.ca website. As part of the next iteration of the website PCIC is leading the development of sectoral modules on climatedata.ca focussed on providing climate data that meet the needs of users in the transportation and buildings sectors.

Job Description

You will assist the Regional Climate Impacts team in the development of practical information on the physical impacts of climate change for climate service users in the transportation or buildings sectors. Reporting to the User Engagement and Training Specialist, you will be responsible for assisting in the development of relevant content, including case studies, as well as assessing user needs and testing content with users.

For this position we are seeking a qualified applicant in their 3rd or 4th year of an undergraduate degree or in a graduate program who has demonstrated competency through a major area of study or commensurate experience in **1 of these 3 fields**, with experience in any of the others a strong asset:

1. Education, communications, or journalism or a related field of study AND/OR
2. Environmental science, or climate change AND/OR
3. Civil Engineering or a related field of study

Accountabilities

- Assisting with researching and writing content for the module (eg. case studies)
- Assessing user needs (e.g. surveys) to inform content development
- Developing and maintaining a database of users for outreach
- Conducting a review of existing and related available resources

Knowledge & Experience, Skills & Abilities

Knowledge & Experience

- Majoring in one of the following areas, with coursework or related experience in one of the others being an asset:
 1. Education, communications, or journalism or a related field of study AND/OR
 2. Environmental science, or climate change AND/OR
 3. Civil Engineering or a related field of study
- Knowledge of statistics
- Understanding of climate change impacts an asset
- Experience working with Microsoft Office and Outlook an asset
- Experience with online meeting platforms (Zoom, Webex, Microsoft teams) is an asset

Skills

- Excellent verbal and written communication skills
- Excellent interpersonal skills

Abilities

- Ability to communicate technical concepts to people with different expertise
- Ability to understand and interpret statistical analysis
- Ability to work effectively with a team over distance
- Ability to present yourself professionally when representing PCIC to outside partners
- Ability to learn and understand learning needs of PCIC users

Other Details

- Employment period: This is a January to April 2021 co-op work term position.
- Pay rate: Commensurate with education and experience.
- Weekly working hours: Full-time (37.5 hours per week).

Application: Please send your application including a cover letter, CV, and three professional references to Kari Tyler at climate@uvic.ca, with “**ATTN: Content Development and User Engagement Assistant**” in the subject line.