

Sustainable LA Grand Challenge Assistant Content Writer

The Sustainable LA Grand Challenge (SLA GC) (<https://grandchallenges.ucla.edu/sustainable-la/>) is looking for an Assistant Content Writer to help engage and inform our current and potential audiences about SLA GC. The ideal candidate is a strong writer who can stay on top of current environment and sustainability news and events and take sometimes complicated research findings and distill them for a more general audience. We are looking for someone passionate about driving social and environmental change through the power of communication.

Starting pay rate is \$13.50/hour. The ideal candidate must be available a minimum of 12-15 hours per week. Work study is not required. Initial appointment is through December 2018, but renewal is possible with satisfactory performance. The Assistant Content Writer will report to the Sustainable LA Grand Challenge program administrator, in coordination with the SLA GC communications and PR manager.

Objectives

- Curate relevant environment and sustainability news stories from across campus.
- Write compelling Sustainable LA Grand Challenge stories that stem from on-going research, events, and other relevant environment and sustainability efforts on campus and across Los Angeles.
- Write content across channels, which include the UCLA Grand Challenge Happenings blogs and Sustainable LA Grand Challenge e-newsletters.
- Perform online research (about UCLA faculty, related SLA GC projects, etc.).
- Assist with website content.
- Assist with the management, production, and distribution of a regular e-newsletters.
- Other tasks and administrative duties for SLA GC as needed.

Requirements

- Highly motivated and self-sufficient work ethic.
- Excellent written and verbal communication skills.
- Knowledge of and experience using social media platforms a plus.
- Experience using the Adobe Creative Suite a plus.
- Enthusiasm for sustainability and environmental issues.

About the Sustainable LA Grand Challenge

UCLA Grand Challenges (<https://grandchallenges.ucla.edu/>) connects faculty, students and supporters from all disciplines to work together, adopting a holistic approach to solve critical issues. The Sustainable LA Grand Challenge (<https://grandchallenges.ucla.edu/sustainable-la/>) was developed in response to the challenges posed by region-specific effects of climate change, combined with an increasing urban population in Los Angeles County. The Sustainable LA Grand Challenge aims to capitalize on the university's research strengths to develop a blueprint for transitioning Los Angeles County to 100% renewable energy, 100% local water, and enhanced ecosystem health by 2050.

HOW TO APPLY

Must be a currently enrolled UCLA student to apply. Please email your resume, cover letter, and two writing samples (such as published articles or blog posts) to Christina Hernandez, Sustainable LA Grand Challenge Program Administrator, at SustainableLA@ucla.edu with the subject line "Sustainable LA Grand Challenge Social Media Content Assistant." Applications will be reviewed on a rolling basis until the position is filled. **Desired start date is July 1, 2018, for summer or September 17, 2018, for fall.**