
The Graduate Students' Association of the University of Calgary is looking for **Graduate Students** to serve as Chair and Vice Chair on the GSA **Academic Events Committee** for the term **2026-27**.

The **Academic Events Committee** is established under the Association's Bylaws and is subject to the Elected Council's exclusive statutory authority and obligation to manage the business and the affairs of the Association.

The Committee is dedicated to advancing graduate students' academic development and professional growth. It orchestrates workshops, seminars, networking events, and initiatives that support the academic experience of the GSA members and improve the academic training that graduate students receive.

Committee's Key Responsibilities:

- Review the Committee Terms of Reference and propose any necessary revisions
- Meet regularly and maintain records of meetings minutes and agendas
- Shape long-term academic goals in line with GSA Strategic Plan
- Plan and execute academic events
- Review and refine initiatives for effectiveness

Chair's Responsibilities, Commitment, and Honorarium:

- Recruit diverse members and foster leadership
- Facilitate and chair committee's regular meetings
- Liaise with the Executive Academic Officer and stakeholders
- Represent graduate student interests within the academic community
- Time commitment is 10 to 15 hours per month
- May be eligible for up to \$1000 honorarium

Vice Chair's Responsibilities, Commitment, and Honorarium:

- Assist the Chair in implementing the committee's vision and strategy
- Provide support to the Chair in various tasks as needed
- Lead committee meetings in the absence of the chair
- Assist in events planning and execution alongside the chair
- Time commitment is 5 to 10 hours per month
- May be eligible for up to \$700 honorarium

How to Apply

Please send the following, **combined into one PDF**, to the Human Resources Manager at hr.gsa@ucalgary.ca by **May 15, 2026**:

- A brief statement of interest (200 – 400 words) that includes:
 - Your full name, faculty, department, and graduate program

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- **The Committee role you are applying for: Chair or Vice Chair**
 - Why you are interested in getting involved
 - How you would contribute to the Committee's work
 - Your updated Resume/CV