

Public Relations – Events

Raw Talk Podcast is currently seeking applications for our Season 6 Cast

Raw Talk is a graduate student-led podcast focused on bridging the gap between science innovation and science literacy. Since its launch in 2016, our team has ventured across campus and back, to capture the breadth of medical science research at U of T, and the scientists behind it. New members can expect an enriching experience in communication and opportunities to connect with scientists, health professionals, and the broader public.

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Raw Talk's Public Relations (PR) Team will focus on engaging with stakeholders, pursuing and securing new sponsorship and funding opportunities for the show, building brand awareness and credibility, and engaging the broader scientific and academic community by spearheading special projects and the annual *Raw Talk Live* event. The PR team consists of a Stakeholder Management Lead, a Sponsorships and Funding Lead, and an Events Lead. As the **Events Lead**, you will be responsible for leading and organizing special project and event committees and the annual *Raw Talk Live* event, with the support of the PR Stakeholder Management Lead, PR Sponsorships and Funding Lead, and the rest of the leadership team.

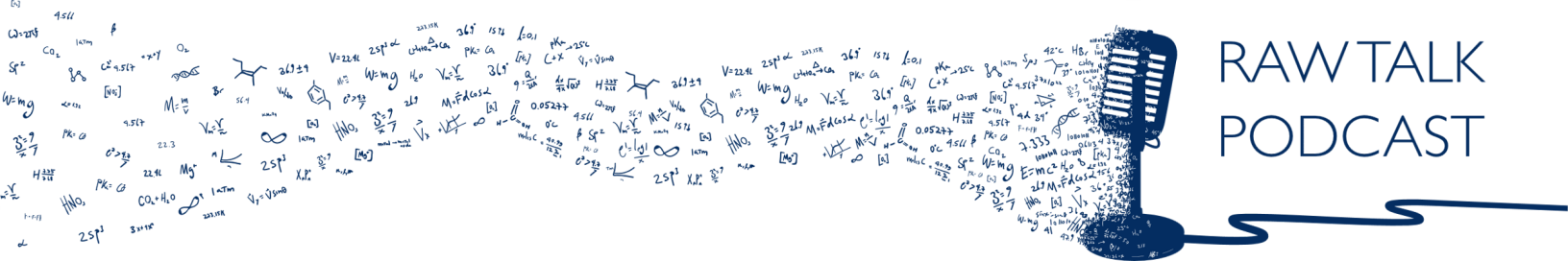
The PR Team will collaborate with each other and the leadership team to build Raw Talk's brand on and off campus. The estimated time commitment for the PR Events Lead is more or less **0-10 hours/week** depending on the phase and status of the project. There is an estimated commitment of **at least 25 hours** of work dedicated to the organization of each special project and campaign, including *Raw Talk Live*, alongside the leadership team and relevant sub-committees.

As the **Events Lead**, you will have the following key qualifications:

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- Previous experience in leading and organizing large events, on and off campus
- Ability to effectively communicate and maintain working relationships with a wide range of stakeholders and sponsors
- Excellent organizational and time-management skills
- Strong ability to work independently, to be resourceful, and to lead a multi-disciplinary team

As a successful candidate, you:

- Are a graduate student with a research/biomedical science background
- Aspire to improve science literacy and make science accessible for a broader audience
- Love to work collaboratively with people of diverse backgrounds and bring ideas from conception to execution
- Are an effective and clear communicator
- Dedicated, responsible, accountable, and self-motivated in achieving goals
- Strive for excellence and are constantly looking for ways to improve

We welcome applicants from all graduate programs, but preference will be given to students who have an interest in science communication and enjoy listening to podcasts relevant to Raw Talk's capabilities: conversation (e.g. long-form interviews); and/or narrative (e.g. investigative, informational).

Apply by submitting the following as a **single PDF document** to our email: rawtalkpodcast@gmail.com with the subject line "Season 6 Cast"

- 1-page **resume**
- 100-word **statement** explaining why you would benefit from this role OR why you are interested in podcasting as a form of science communication
- 1-3 **Sample documents** related to previous or hypothetical event planning; these could be agendas, budgets, template emails, etc.: whatever you think would best highlight your skills!

Applications close at **11:59 pm ET on Sunday, June 20, 2021**. We sincerely thank all applicants for their interest.

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