Open Positions

The Review of Undergraduate Computer Science (RUCS) is the first publication from a top 20 university dedicated solely to undergraduate computer science. We feature the best of undergraduate computer science research at home and abroad.

We are currently building our 2018/2019 team. Please consider applying if you would like to:

- get a taste of professional academia
- forge connections with your peers in CS
- add meaningful academic experience to your CV
- improve your understanding of how research is conducted, reviewed, and published

The deadline to apply is **October 16th, 2018**.

Who Can Apply

All applicants must currently be undergraduate students enrolled at a university. Preference will be given to students who are located in Toronto.

Openings

We are looking for talented and passionate students to fill the following roles:

- Editor (x3)
- Writer (x2)
- Graphic Designer/Web Designer (x1)
- Web Developer (x2)
- Graphic Artist/Illustrator (x2)
- Coordinator (x1)

Editor

Requirements

We are looking for students who:

- have excellent language skills
- are highly proficient at reading and writing in English
- are passionate about academia and science

Assets

We will give preference to candidates who:

- are proficient at LaTeX
- are enrolled in a computer science program

Responsibilities

As a RUCS editor, you will:

- proofread and edit 5-10 extended abstracts (650–1050 words each) for grammar, style, clarity, and accuracy
- coordinate with abstract authors throughout the process of revising their submissions
- coordinate with RUCS designers and developers throughout the publication of the next issue

Application

To apply for this role, please fill out the [application form](#) and send

- a CV/resume,
- a cover letter,
- an unofficial transcript, and
- one or two writing samples

to rucsuoft@gmail.com by October 16th.

Writer

Requirements

We are looking for students who:

- are knowledgable about computer science
- have excellent language skills and enjoy writing
- are passionate about computer science research and education

Assets

We will give preference to candidates who:

- have experience writing for a student-run publication
- are enrolled in a computer science program

Responsibilities

As a RUCS writer, you will:

- conduct interviews with established computer science researchers
- write 1-2 interview-based articles
- write 1-2 articles on another topic (not yet determined)
- coordinate with RUCS designers and developers throughout the publication of your articles in the next issue

Application

To apply for this role, please fill out the [application form](#) and send

- a CV/resume
- a cover letter
- two or three writing samples

to rucsuoft@gmail.com by October 16th.

Graphic Designer/Web Designer

Requirements

We are looking for students who:

- have experience designing layouts for the web
- have a good eye for colour and typography
- know how to use industry-standard design software such as Illustrator or Sketch

Responsibilities

As a RUCS graphic designer/web designer, you will:

- refresh the look of the website in preparation for the new issue
- coordinate with the web developers in implementing your designs on the website
- design layouts for more complex submissions (such as submissions that include graphics or illustrations)

Application

To apply for this role, please fill out the [application form](#) and send

- a CV/resume,
- a cover letter, and
- two or three sample design projects (please provide links or images and a short write-up for each)

to rucsuoft@gmail.com by October 16th.

Web Developer

Requirements

We are looking for students who have experience making websites using HTML, CSS, Javascript, and Git.

Assets

We will give preference to candidates who:

- have used Jekyll and GitHub Pages before
- have had a job or internship as a web developer

Responsibilities

As a RUCS web developer, you will:

- update content on the website
- coordinate with designers to implement design updates on the website
- make improvements to the website's code
- coordinate with RUCS designers, writers, and editors throughout the publication of the next issue

Application

To apply for this role, please fill out the [application form](#) and send

- a CV/resume,
- a cover letter, and
- two or three sample web projects (please provide links and a short write-up for each)

to rucsuoft@gmail.com by October 16th.

Graphic Artist/Illustrator

Requirements

We are looking for students who:

- are fascinated by science and technology
- are skilled at creating visual interpretations of abstract concepts

Responsibilities

As a RUCS graphic artist/illustrator, you will:

- read or skim the accepted submissions (extended abstracts, 650–1050 words each) and select 1-3 submissions
- create 1-2 graphics or illustrations for each chosen submission
- create 1-2 graphics or illustrations for an interview-based article with an established computer science researcher

Application

To apply for this role, please send

- a CV/resume,
- a cover letter, and
- a portfolio or a few work samples

to rucsuoft@gmail.com by October 16th.

Coordinator

Requirements

We are looking for students who:

- have good communication skills
- are enthusiastic, organized, and punctual
- are interested in computer science

Responsibilities

As a RUCS coordinator, you will:

- liaise with other organizations to communicate the RUCS mission, obtain funding, coordinate events with other students groups, etc
- set meetings and establish timelines
- help keep RUCS documentation up-to-date and communicate important updates and deadlines to RUCS stakeholders

Application

To apply for this role, please fill out the application form and send

- a CV/resume, and
- a cover letter

to rucsuoft@gmail.com by October 16th.