



Canadian Liver Foundation  
Fondation canadienne du foie

*Bringing liver research to life*  
*Donner vie à la recherche sur le foie*

**Position:** President/Vice-President, University Chapter  
**Location:** Remote, at respective university campus  
**Job Type:** Unpaid Volunteer, part-time (Sept 2024 to April 2025)  
**Commitment:** 1- Year Term with 1-5 hours per week, depending on upcoming events/responsibilities

**Applications are accepted through [hr@liver.ca](mailto:hr@liver.ca) only by end of day July 25, 2024. Please include the name of the university you will be attending as of September 2024 within your application. We thank all candidates for their submission, but only those applicants selected for an interview will be contacted directly.**

### **About the Canadian Liver Foundation**

Founded in 1969 by a group of doctors and business leaders concerned about the increasing incidence of liver disease, the Canadian Liver Foundation (CLF) was the first organization in the world devoted to providing support for research and education into the causes, diagnoses, prevention, and treatment of all liver disease.

We resonate as the anthem for liver health, uplifting millions of Canadians on every twist and turn of their health journey. Whether it's a day of challenge or celebration, we stand unwaveringly by their side. Our community health programs are not just ventures but visions of hope, and our innovative research seeks to craft a tomorrow free from liver disease. The fuel behind our mission? Teamwork, dedication, and a vision for constant evolution. We are an innovative team, shaping change through close collaborations, internally and with partners. We are committed to develop our people professionally and individually. Our conducive work environment and culture empowers our people to stay healthy and well.

### **Employment Opportunity Overview:**

The university chapter of the Canadian Liver Foundation is on a mission to raise awareness about liver disease, support cutting-edge research through fundraising, and educate our campus community about liver health. As a student-led initiative, this chapter offers a unique opportunity for students to engage in meaningful activities that directly contribute to the Foundation's mission of bringing research to life.

Liver disease affects 1 in 4 Canadians, yet the stigma associated with alcohol and drugs often prevents people from seeking help. Our goal is to break down these barriers by increasing awareness, reducing stigma, and promoting early detection and prevention. Young adulthood is the perfect time to adopt healthy habits that protect liver health, and we believe our chapter can make a significant impact on both students and patients.

By joining us, you'll be part of a proactive community dedicated to liver health education, supporting those affected by liver disease, and improving the quality of life for patients. As the president of this chapter, you'll have the chance to lead these efforts, make a real difference, and gain valuable experience in leadership, community service, and health advocacy. Together, we can create a healthier future for everyone.



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### Main Objectives of the CLF University Chapter

- Education: educate on the wide range of liver diseases and the importance of maintaining one's liver health.
- Awareness: spread awareness about the impact of liver disease on 1 in 4 Canadians.
- Support & Advocacy: create a supportive environment for individuals affected by liver disease and advocate for early detection and prevention strategies.
- Fundraising: Fundraise for liver disease research, patient support programs, and treatment opportunities.
- Community Engagement: Cultivate a community for students impacted by liver disease, either personally or because of a loved one, and build a network of students committed to public health and liver disease prevention.

### Key Responsibilities:

As President of a CLF university chapter, you will:

#### Events

- Ensure that programming and fundraising events align with the CLF's vision and mission
- Look for opportunities for external community partner engagement
- Work alongside the CLF to coordinate and execute key advocacy events/milestones throughout the school year (1-2 per semester)
- Lead advocacy initiatives on campus and within the community

#### Communications

- Meet with a CLF staff member once per month, as a platform to:
  - Discuss new ideas/initiatives, brainstorm next steps
  - Communicate concerns on behalf of the chapter
  - Collaborate with chapter presidents from other Canadian universities
- Act as the chair for all chapter executive meetings, coordinate/delegate duties appropriately to executive team, communicate major outcomes from meetings with CLF staff member
- Lead biweekly meetings for general members; establish and enforce guidelines and expectations for chapter executives
- Support the executive team in completing their roles via goal development and regular check-ins

### Qualifications and Skills

- Desire to join CLF culture and align with our values: **All embracing, Compassionate, Authentic, Transformative**
- Must currently attend a Canadian university; preference will be given to upper year students (year 3 and up).



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- Previous experience in leadership roles overseeing a team is preferred.
- Superior time management skills, multitasking skills, and the ability to prioritize tasks.
- Team player and capable of thinking outside the box.
- Detail oriented and excellent organizational skills.
- Good collaborator, have an open-minded approach to leadership.
- Excellent interpersonal skills and ability to resolve conflicts.
- Team player and capable of thinking outside the box.
- Ability to make sound, timely, and accurate judgment while supporting reasoning for decisions.
- Ability to communicate professionally.
- Self-starter, resourceful, flexible, and well organized.
- Professional, responsive, and possess a positive work attitude.

**As the president of the university chapter of the Canadian Liver Foundation, you'll gain numerous benefits, including:**

- **Leadership Experience:** Develop your leadership skills by managing a student organization and leading a team.
- **Networking Opportunities:** Connect with health professionals, researchers, and peers passionate about public health.
- **Community Impact:** Make a tangible difference by raising awareness and supporting those affected by liver disease.
- **Fundraising Skills:** Organize and execute fundraising campaigns, enhancing your experience for future endeavors.
- **Professional Development:** Enhance your resume with accomplishments in health promotion and leadership.
- **Public Speaking and Communication:** Improve your public speaking and communication skills through organizing events and leading meetings.
- **Health Advocacy:** Promote liver health education and preventive measures within your community.

*Canadian Liver Foundation is an equal opportunity organization committed to diversity and inclusion; we welcome applications from all qualified individuals, including persons with disabilities, racialized, indigenous persons of any gender identity and sexual orientation, and newcomers. We provide accommodation at all stages of the selection process and through employment in accordance with the Human Rights Code and AODA.*

*We, at the CLF, are extremely passionate about our common mandate and we believe that each of our team members contributes in their own specific role to reach that goal and we strongly encourage individuals with **lived-in experience** and those that have faced barriers to apply for this position.*