

The Continuist

[Toronto Metropolitan University](#), Toronto ON

Calling all artists and art-aficionados!

Are you an TMU student with a deep passion for all things art? Do you often find yourself zoning out and daydreaming about all the creative projects you could be working on? Are you looking to gain more experience in team leadership, publication, project management, and/or event planning? The Continuist just might be the student group for you!

We are seeking volunteer members for our 2022-2023 executive team. Our goal is to create a community of creatives who are as passionate about upholding diversity in artistic expression as we are. As the University's only student-run zine publication, we believe that art should be empowering and accessible to all. Sound like a mission you'd like to get in on? Apply to one or more of our open executive positions by [Sunday July 31st 2022!!](#)

How to apply

- 1) Take a look at all the available roles listed on the following pages.
- 2) Once you've decided which position(s) you'd like to apply for, please fill out [this Google form](#). You'll be asked to upload your resume and paste a Google Drive share link to your portfolio. (Note: A portfolio is only requested if you are applying to one of the following positions: Graphic Design Director, Creative Director / Content Editor).
- 3) Once we've reviewed all applications, we'll be contacting select candidates to arrange a 15-20 minute interview via Zoom. Don't be intimidated though - we're super friendly and can't wait to chat with you (albeit virtually)!

If you have any questions or concerns, please feel free to email us at



thecontinuist@gmail.com.

Don't miss out! We look forward to hearing from you soon.

2022–2023 Executive Positions

There are currently two levels of positions available: Senior Executives and Junior Executives. All members are expected to possess excellent communication, organization, and time management skills, in addition to their enthusiasm for art and commitment to upholding The Continuist's values of equity, diversity, and inclusion. **All executive positions require in-person training and participation.**

Senior Executive Position(s)

Co-Editor-In-Chief (1)

- **Only open to SASSH (Liberal Arts) Students for the 2022-2023 year**
- Responsible for overseeing all activities, events, and projects put forth by *The Continuist* as a publication and a collective.
- Works together with fellow Co-Editors-in-Chief and the Junior Executive Team to ensure the smooth and fun productivity of the group as a whole.
- Strongly committed to The Continuist's goal to amplify the voices of communities who have historically been denied platforms for artistic expression, including creatives who identify as Black, Indigenous, and as people of colour, creatives who identify as women and/or as members of the 2SLGBTQ+ community, and creatives with disabilities.
- Tasks include: Regularly communicating with team members via email, Discord, and/or Zoom; brainstorming new creative projects and planning initiatives that incorporate all members' talents/skills; meeting with RLAS and Faculty of Arts leaders; editing zine publications and planning launch events; working with local businesses, and more!

Must attend all mandatory SASSH meetings.

- Previous knowledge and skill in the use of Google applications, experience in team leadership and event planning, and awareness of ongoing social issues are a plus.
- Previous positions/submissions in *The Continuist* is an asset.
- Preference for candidates with:
 - Leadership experience (either in *The Continuist* or a relevant university club)
 - At least one-year of completed post-secondary education

Note: The incoming co-editors will shadow the current co-editors for the Fall term to familiarize themselves with every aspect of the position and will then take over completely in the Winter term.

Junior Executive Position(s)

Social Media Director (1)

- **Portfolio preferred for application.**
- Responsible for leading the Social Media Team in maintaining the strong presence and regular activity of The Continuist on all social media platforms (Instagram, Twitter, Facebook) in a fun and accessible manner.
- Leads a team of approximately 10 - 15 people.
- Works with the Senior Executives and other Junior Executives to promote online awareness of The Continuist's activities, events, and projects.
- Works directly with and alongside the marketing director and graphic design directors.
- Tasks include: Regularly communicating with team members via email, Discord, and/or Zoom; brainstorming innovative ways to increase online follower engagement; establishing post schedules and timing online marketing campaigns, and more!
- Previous knowledge and skill in the use of various social media platforms, experience in team leadership, and awareness of online accessibility are a plus.

Marketing Director (1)

- **Portfolio required for application.**
- Responsible for building our official branding for social media accounts *The Continuist* Website and print media (not including zines).
- Leads a team of approximately 10 - 15 people.
- Tasks include: Regularly communicating with team members via email, Discord, and/or Zoom; brainstorming innovative branding ideas for print, social media and the website while also planning and creating marketing campaigns.
- Works with the Senior Executives and other Junior Executives to promote online awareness of The Continuist's activities, events, and projects.
- Works with Creative Merch Coordinator to brand and promote internal merch.

Graphic Design Director (2)

Publication

Outreach

- Responsible for leading the Graphic Design Team in creating original and engaging visual content, including social media posts, zine publication layouts, and promotional materials

for The Continuist's activities, events, and projects.

- Works with the Senior Executives and other Junior Executives to ensure that all material released by The Continuist is visually on-brand, building The Continuist's presence as a fun, vibrant, and inclusive space for local student artists.
- Tasks include: Regularly communicating with team members via email, Discord, and/or Zoom; brainstorming zine themes and aesthetics; helping to create designs and assemble publications; delegating design tasks, and more!
- Previous knowledge and skill in Adobe Creative Suite (eg. Illustrator, Photoshop, InDesign) and experience in team leadership are a plus.

Creative Director / Content Editor (5+)

- Responsible for leading their own small teams of specialized content creators in generating art for publication in The Continuist's website and/or zines.
- Possible specializations (subject to change based on # of successful applicants): Fiction, Nonfiction, Poetry, Visual Arts, Photography, Video, Audio, DIY Crafts.
- Leading a group of approximately 15 - 20 people.
- Tasks include: Regularly communicating with and engaging team members via email, Discord, and/or Zoom; brainstorming and coordinating fun mini-events and creative activities; editing art submissions for publication in The Continuist's website and/or zines, and more!
- Experience in team leadership and event planning is a plus. Other valuable skills:
 - For writing content editors: Basic editing/proofreading skills, general knowledge of fiction, nonfiction, and/or poetry forms and techniques.
 - For visual arts content editors: General knowledge of visual arts media and/or photography techniques.
 - For video/audio content editors: Basic knowledge of video and/or audio editing programs (eg. Audacity) and platforms like YouTube, Bandcamp, Soundcloud.

Event Planning Coordinator (2)

Logistics

Finance

- Responsible for overseeing all logistical or financial preparations and aspects for events: venue, materials, performers, decorations, prizes, etc.
- Works with the Senior Executives and other Junior Executives to plan, promote, and carry out The Continuist's zine launch parties, team hangouts, workshops, etc.
- Tasks include: Regularly communicating with team members via email, Discord, and/or Zoom; brainstorming fun and creative forms of participant engagement; arranging game/raffle prizes; distributing invitations; ensuring accessibility, and more!

- Previous knowledge and skill in the use of Google Calendar, Eventbrite, and Zoom, experience in event planning, and prioritization of accessibility are a plus.

Creative Merchandise Coordinator (1)

- Responsible for helping *The Continuist* to set up, maintain and create merch for the team.
- Works with the Senior Executives, artists and graphic designers to offer a fun selection of The Continuist “merch,” which may include buttons, stickers, totes, T-shirts, postcards, etc.
- Tasks include: Regularly communicating with team members via email, Discord, and/or Zoom; brainstorming cool merch ideas; monitoring sales and keeping track of all proceeds; promoting products on social media, and more!
- Previous experience and skill in e-commerce and online business management, involvement in our local arts scene, and knowledge of other vendors/businesses are a plus.
- *Note: The Continuist is a non-profit organization, and all proceeds from sold merchandise will be directed towards operations costs.*