

People's History Archive Coordinator (Research Archivist) 2025 Ontario Public Interest Research Group Kingston

About OPIRG Kingston

OPIRG (Ontario Public Interest Research Group) Kingston is a local, student-directed, and community-minded group focused on social and environmental justice. We strive to create meaningful transformative change to benefit our local Queen's University and Kingston communities by facilitating education, research, and action for pertinent issues.

For over 30 years, we have initiated and/or supported numerous community groups/projects, such as ReelOut Queer Film Festival and Queen's Backing Action on the Climate Crisis; organized inclusive programming; empowered and educated students to take action on various topics; and facilitated connections between student and non-student community members. We offer various kinds of support to local activists, including information, funding, and administrative functions.

Much of our programming is educational in nature: we bring diverse scholars and activists to host talks; host reading and discussion groups on various topics such as allyship and solidarity; screen films; and give workshops.

We hold weekly office hours and queer and trans co-working sessions. Our office is meant to be a space for student and non-student community members to connect on matters of social and environmental justice, bring up issues they care about, vent, engage in conversation, and learn amongst each other.

Our current working groups include Mutual Aid Gardens (volunteer-run gardens that distribute free produce), Roots & Wings (social justice group offering workshops for racialized youth), Umbrella Academy (transgender advocacy association), the Gender Affirming Assistance Project (supports Two-Spirit, trans, non-binary and gender diverse community members), the Queer Muslim Resistance podcast (social justice conversations from queer Muslim perspectives), and Cinema Politica OPIRG Kingston (independent, political film screenings about social and environmental justice issues).

Visit our website for more information on who we are, what we do, and our values as an organization: opirgkingston.org

Canada Summer Jobs Youth Participant Eligibility

This position is funded by the Canada Summer Jobs program. This program has certain **eligibility criteria for youth participants**. Eligible youth must:

1. be between 15 and 30 years of age at the beginning of the employment period*;
2. be a Canadian citizen, permanent resident, or person to whom refugee protection has been conferred under the Immigration and Refugee Protection Act for the duration of the employment**; **and**,
3. have a valid Social Insurance Number at the start of employment and be legally entitled to work in Canada in accordance with relevant provincial or territorial legislation and regulations.

*The youth must be 15 years of age at the beginning of the employment period. The youth may be more than 30 years of age at the end of the employment period as long as the youth was 30 at the beginning of the employment period.

****We regret that international students are not eligible participants. International students include anyone who is temporarily in Canada for studies and who is not a Canadian citizen, permanent resident, or person who has been granted refugee status in Canada. Youth awaiting a refugee status ruling, as well as those who hold a temporary visitor visa, youth visa or work visa are ineligible.**

Job description

The stories of people who participated in struggles for social and environmental justice - queer, Indigenous, Black, anti-racist, feminist, among many others - often go untold or hidden in our community and campus stories. OPIRG Kingston seeks to remedy these silences by recording, sharing, and celebrating Kingston and Queen's University's rich histories of social movements and resistance in our [People's History Project](#).

The People's History Archive Coordinator (Research Archivist) will seek to recognize, preserve and share local histories of oppression, resistance and liberation by building on OPIRG Kingston's People's History Project. This position requires strong research, analysis, and creative skills to write new content and disseminate the existing collection.

The Research Archivist will:

- Organize, digitize, and disseminate available archival collections on social media, our website, student journals and radios (experience with graphic design and digital media an asset)
- Write short summaries of key stories for our forthcoming People's History Colouring Book
- Coordinate with local and campus artists to commission artistic representations of specific stories for our forthcoming People's History Colouring Book
- Support the OPIRG Coordinator by assisting with regular OPIRG communications, holding office hours, etc.
- Carry out other duties as required

The ideal candidate is someone with:

- Passion for local Kingston and Queen's communities and their histories of activism and struggles for justice
- Knowledge of, and excited by the prospect of working on social and environmental justice issues; an understanding of the principles of anti-oppression in alignment with OPIRG Kingston's values
- Knowledge and experience with new media production (graphic design, digital audio editing, etc.), dissemination (social media, print and website) and taking on feedback
- Strong interpersonal, collaborative, and active listening skills
- An ability to communicate stories and histories into engaging narratives for the Kingston and Queen's communities
- Strong organizational and time-management skills
- Experience, or a desire to gain experience in working with archives
- The ability to take initiative and work independently with minimal supervision, asking for clarification when necessary

This position pays **\$17.20/hour** for **30 hours/week** from **Monday June 2 to Thursday July 31, 2025**. This amounts to a **total of 270 hours over 9 consecutive weeks**.

kingston.pirg@gmail.com | opirgkingston.org | @opirgkingston

This position requires **in-person work** at our office in downtown Kingston, Ontario. **Some** remote work is available. The office space has an accessible ramp, an accessible washroom, A/C, kitchenette, and an air purifier.

Application details

OPIRG Kingston welcomes the contributions that individuals from marginalized communities bring to our organization, and invites Indigenous people, Black people, people of colour, poor and working-class people and those on social assistance, women, members of 2SLGBTQIA+ communities, single parents, immigrants (subject to Canada Summer Jobs eligibility restrictions), people from non-academic backgrounds, and people with disabilities to apply.

We encourage applicants to describe the contributions and experiences they would bring to OPIRG Kingston in their cover letter. All applicants must provide a brief statement on their views of power and oppression.

Please send along your **cover letter and resume** to kingston.pirg@gmail.com by **Tuesday May 13, 2025 at 11:59pm**. Interviews will take place in person or online on **Tuesday May 20 and Wednesday May 21, 2025**.

Please note: while not all applicants may receive an interview, all applicants can expect a response from OPIRG Kingston regarding the status of your application.