



Undergraduate Research Symposium

Working Group

Committee Position Description

Overview:

This Working Group is an assembly of students and Students' Union staff who oversee the planning and execution of SU Undergraduate Research Symposium event. Tasks include selecting participants, assisting with program promotion, event set-up, execution, and teardown, and award selection based on judges' scores.

Supervisor:

Jordi Brand-McKay
Coordinator, Student Engagement
jordi.brandmckay@ucalgary.ca

Time Commitment:

- During the Fall Semester, Working Group members should commit to 12-14 hours total to the URS from September to the end of November.

Responsibilities:

- Promote all aspects of the URS
 - Includes the application, video presentations, and Main Event
- Read assigned research abstracts and complete pre-meeting scoring
- Assist with set-up, execution, and teardown for URS Main Event
- Process and discuss judges' scores and comments
- Contribute to meetings
- Determine award winners
- Present awards to participants at URS Main Event

Important Dates:

- 10:00am – 11:00am, Monday, September 26 (Orientation Session)
- 10:00am – 1:00pm, Friday, October 7 (Abstract Selection Meeting)
- 12:00pm – 3:00pm, Thursday, November 10 (Winner Selection Meeting)
- 10:00am – 3:00pm, Thursday, November 24 (URS Main Event)

Benefits:

- Learn more about undergraduate research being done at UCalgary
- Meet new people from across the UCalgary community
- Gain event experience
- Develop public speaking skills
- Build professional meeting and committee experience
- Add to your co-curricular record