



URNCST Journal
"Research in Earnest"

Research Journal Assistant – Volunteer Opportunity

Hiring Organization: Undergraduate Research in Natural and Clinical Science and Technology (URNCST) Journal | Website: <https://www.urncst.com>

Status: 3-5 hours per week, 1 year contract, volunteer

Overview: The Undergraduate Research in Natural and Clinical Science and Technology (URNCST) [pronounced "earnest"] Journal is seeking Journal Assistants from ANY university and degree program (or affiliation) internationally with a keen interest in supporting undergraduate research and learning about how a research journal operates. The URNCST Journal is the leading open access, indexed, peer-reviewed publication for undergraduate research conferences. The journal accepts abstract submissions from planning committees globally, while striving to innovatively promote undergraduate research initiatives in the process.

Key Responsibilities:

- Representing the URNCST Journal positively in a variety of settings, including but not limited to the following, within your geographical location and/or online:
 - Social media; websites and forums; conferences; student associations; campus events, etc.).
- Networking with undergraduate organizations in science/technology to promote and encourage undergraduate and professional-undergraduate conference planning committees worldwide to publish their conference abstracts in the URNCST Journal
- Generating awareness of the journal through word-of-mouth marketing
- Occasionally drafting online and print promotional materials for the journal

Qualifications:

- Interest in supporting undergraduate research and learning about how a research journal operates
- A friendly, charismatic personality
- Strong oral and written communication skills in English
- Ability to network online and/or in person
- Prior marketing experience an asset, but not required
- Preferably well-connected to undergraduate student communities either online, in person, or both

Deadline: Rolling

Submission of Application:

If you are interested in this opportunity and/or want to learn more please visit <https://urncst.com/index.php/urncst/assistant>. Please email your completed application (downloadable via weblink provided), accompanied by your CV and cover letter, to application@urncst.com with the subject heading titled "URNCST Journal Assistant Application". While we thank everyone who applies, please note that only successful applicants will be contacted.

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