

# Engineers Without Borders

UBC CHAPTER



## 2025/2026 Chapter Hiring Package

### Application Forms

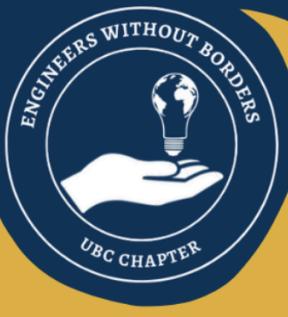
Thank you for your interest in our open positions. **We are no longer formally accepting applications. If you have interest in joining our team during our next hiring period, please contact [ubc.pres@chapter.ewb.ca](mailto:ubc.pres@chapter.ewb.ca).**



*Image taken at October 2022 General Meeting. Members were asked what EWB means to them.*

# Engineers Without Borders

UBC CHAPTER



## Chapter Overview

### Who we are

Engineers Without Borders (EWB) - UBC Chapter is one of 25 academic chapters under the Engineers Without Borders Canada umbrella. We are a team of engineers and non-engineers alike with a collective goal to enact positive, meaningful change in our communities and globally. Our organization is not-for-profit and welcoming to all who have a passion for global engineering and advocacy solutions.

### What we do

EWB UBC operates with four key pillars:

1. Collaborate to innovate
2. Strong partnerships
3. Think global, act local
4. Always altruistic

These values form the foundation of what we do and how we do it. We currently have four projects that uphold our values:

1. ACCESS Venture (Advancing Cervical Cancer Education and Screening in Sub-Saharan Africa)
2. Engi-YOU Wellness
3. Aquafier
4. Youth Venture



*Image taken at the EWB BC Regional xChange Conference in November 2024.*

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UBC CHAPTER



## When we meet

Our team meets in person on **Wednesdays from 6:30pm-8:00pm** to work collaboratively within and between ventures. We value learning from each other and sharing ideas, which means our project teams are eager to support each other's missions. Our executive team supports and uplifts ventures through sponsorships, community connections, and tinkering logistical issues. We emphasize that all of our members are equally able to contribute great ideas and support to peers.



*Image taken from 2025 Youth Venture event where team members hosted a workshop for local elementary school students.*

## Where you come in

So what's in it for you? Through our shared goal of engineering a better tomorrow, our team members learn valuable soft and hard skills on their respective teams and subteams, while forming strong friendships with peers. This chapter provides you with an opportunity to become your best self, create something real and awesome, and make the world a better place along the way.

This year, EWB Canada is bringing back the **National xChange Conference**, which will take place in Toronto from January 9th-11th, 2026. This is an exciting opportunity to develop professionally, learn from other university chapters, and collaborate with like-minded individuals. The rest of this document outlines our teams and available positions. **Please see the bottom of this document for the application form links.** Thanks for your interest in our chapter!

# Engineers Without Borders

UBC CHAPTER



## Executive Team

### Team Overview

Our executive team supports our ventures by acting as the foundation for our chapter. VPs and the Co-Presidents for the upcoming year are hired at the end of the current academic year. They tie together all of our ventures into one organization. Our VPs handle the broad subteams that concern all ventures (finance, marketing, etc.) and have subteams to help them manage heavier workloads. The Co-Presidents provide leadership, logistical, and operational support.

### Team Structure

- Co-Presidents (2)
- VP Finance (1)
  - Finance Subteam (2-3)
- VP Communications (1)
  - Communications Subteam (10)
- VP Internal (1)
  - Internal Subteam (2-3)
- VP Sponsorship (1)
  - Sponsorship Subteam (2-3)



*Image taken at the 2024 BC Regional xChange Conference*

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## Available Positions

Finance Subteam Member (2-3 positions available), 1-3 hours per week

- Responsibilities:
  - Assist the VP Finance with fundraising activities
  - Assist the executive team as needed
  - Participate in weekly chapter meetings

Communications Subteam Member (10 positions available), 2-5 hours per week

- Responsibilities:
  - Collaborate with VP Comms to maintain and update the chapter website
  - Find external events that can increase our community outreach
  - Create promotional materials for chapter events on Canva
  - Collaborate with the VP Finance to plan and facilitate fundraising events
  - Ideate and create promotional reels on Instagram
  - Liaise with venture communications representatives to provide support to venture-specific events as needed
  - Participate in weekly chapter meetings

Sponsorship Subteam Member (1-2 positions available), 2-5 hours per week

- Responsibilities:
  - Collaborate with VP Sponsorship to compile a comprehensive sponsorship list
  - Apply for sponsorships and grants that align with chapter values and goals
  - Collaborate with the xChange 2026 National Conference Team to secure funding for our chapter
  - Assist the executive team as needed
  - Participate in weekly chapter meetings

# Engineers Without Borders

UBC CHAPTER

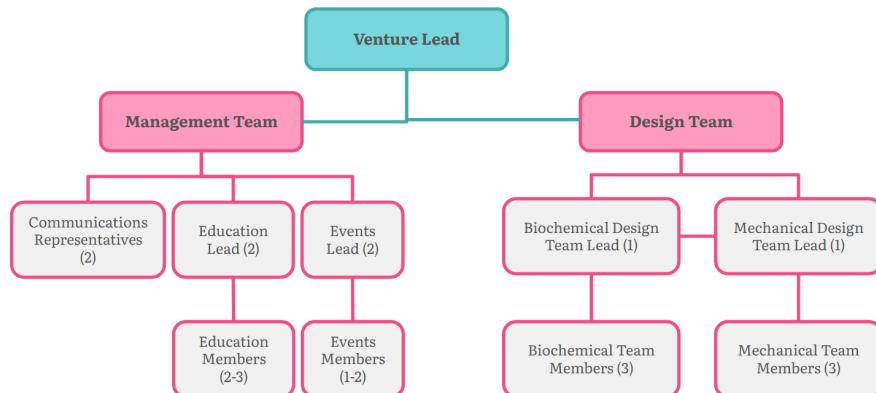


## ACCESS Venture

### Venture Mission

ACCESS, which stands for **A**dvancing **C**ervical **C**ancer **E**ducation and **S**creening in **S**ub-Saharan **A**frica, is dedicated to tackling the pressing public health issue of cervical cancer in sub-Saharan Africa, where the prevalence of this disease is highest, by creating an HPV self-testing kit. We believe that resourceful engineering solutions and community engagement come hand in hand in improving accessibility to cervical cancer screening technologies, ultimately contributing to the reduction of cervical cancer incidence and mortality rates.

### Team Structure



### Available Positions

Communications Representative (2 positions available)

- Responsibilities:

- Identify and engage with potential stakeholders and collaborators (faculty, other UBC clubs, local and global organizations, etc.)
- Facilitate effective communication between the venture and external parties
- Work closely with the design team and education team to help gather stakeholder insight and feedback
- Assist in managing the club's email inbox and Instagram direct messages

# Engineers Without Borders

UBC CHAPTER



- Work closely with the VP Communications to ensure the venture operates cohesively within the broader chapter
- Work with the venture lead to establish sub-team-specific goals and timelines
- Provide regular progress updates to the venture lead and other stakeholders
- Participate in weekly chapter meetings
- Participate in weekly leads meetings

Education Lead (1-2 positions available), 4-6 hours per week

- Responsibilities:
  - Increase awareness about cervical cancer in Sub-Saharan Africa and other low-resource communities
  - Promote the importance of cervical cancer screening/HPV testing and understand the main causes of low screening rates
  - Share information through social media and blog posts, as well as a detailed written literature review
  - Conduct research and engage with experts, patients, and community members
  - Work with the venture lead to establish sub-team-specific goals and timelines
  - Guide your sub-team in achieving these goals by organizing meetings, facilitating collaboration, and delegating tasks effectively
  - Provide regular progress updates to the venture lead and other stakeholders
  - Participate in weekly chapter meetings
  - Participate in weekly leads meetings

Education Member (2-3 positions available), 2-5 hours per week

- Responsibilities:
  - Increase awareness about cervical cancer in Sub-Saharan Africa and other low-resource communities
  - Promote the importance of cervical cancer screening/HPV testing and understand the main causes of low screening rates

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- Share information through social media and blog posts, as well as a detailed written literature review
- Participate in weekly chapter meetings
- Conduct research and engage with experts, patients, and community members

Events Lead (1-2 positions available), 4-6 hours per week

- Responsibilities:
  - Plan, organize, and run events such as fundraisers, boozing, team socials, and other medium-scale initiatives to help to increase venture visibility, encourage member engagement, and help with funding
  - Develop event ideas and oversee logistics to ensure successful execution
  - Work with the venture lead to establish sub-team-specific goals and timelines
  - Guide your sub-team in achieving these goals by organizing meetings, facilitating collaboration, and delegating tasks effectively
  - Provide regular progress updates to the venture lead and other stakeholders
  - Participate in weekly chapter meetings
  - Participate in weekly leads meetings

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  - Develop event ideas and oversee logistics to ensure successful execution
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2024 Halloween Treat fundraiser (left), February social (right)



Image taken from 2025 stakeholder presentations

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UBC CHAPTER



## Engi-YOU Wellness

### Venture Mission

Engi-YOU Wellness seeks to empower engineering students to lead healthier, more fulfilling lives by promoting physical fitness, mental well-being and emotional development. We are investing in undergraduate engineering students, future professional engineers, consultants, and entrepreneurs who are committed to innovative engineering solutions that protect the planet and enhance various sectors for current and future generations.



*Internal pumpkin painting event – Halloween 2024*

### Team Structure

- Venture Co-Leads (2)
  - Communications Leads (2)
    - Marketing Members (2-3)
    - Communications Representative (1)
  - Events Leads (2)
    - Events Members (2-3)

### Available Positions

Marketing Member (2-3 positions available), 2-5 hours per week

- Responsibilities:
  - Content creation (social media, promotional graphics)
  - Advertisement and campaigns
  - Participate in weekly chapter meetings

# Engineers Without Borders

UBC CHAPTER



Communications Representative (1 positions available), 2-5 hours per week

- Responsibilities:

- Implementing strategies to reach new audience
- Engaging with current contacts
- Liaise with the VP Comms and exec comms team to standardize external communication
- Participate in weekly chapter meetings

Events Member (2-3 positions available), 2-5 hours per week

- Responsibilities:

- Plan, organize, and host events
- Logistics and operation
- Participate in weekly chapter meetings



(Left to right): Valentines candy grams, free breakfast event, bake sale – 2024-2025 year

# Engineers Without Borders

UBC CHAPTER



## Aquafier

### Venture Mission

Aquafier is a new project to raise awareness about the adverse consequences of unsafe drinking water in Canada and provide a solution through the creation of a water filtration system. Currently, Aquafier is looking for stakeholders to collaborate with, which will shape the design of their filtration system. Additionally, this team will be preparing to attend the Canadian National Water Treatment Competition to gain further insights and skills in water treatment. Aquafier aims to engineer a world where everyone has access to clean, safe drinking water.

### Team Structure

- Venture Co-Leads (2)
  - Design Team
    - Construction Team (3)
    - Lab Team (3)
  - Operations and Logistics Team
    - Impact Team (2)
    - Communications Representative (1)

### Available Positions

Construction Team Lead (1 position available), 4-6 hours per week

- Responsibilities:
  - Have an understanding of construction requirements and details
  - Acquire and manage materials and tools
  - Manage sequence and flow of construction
  - Enforce safe site practices
  - Participate in weekly chapter meetings
  - Participate in weekly subteam leads meetings

Construction Team Member (3 positions available), 2-5 hours per week

- Responsibilities:
  - Have an understanding of construction requirements and details
  - Acquire and manage materials and tools
  - Participate in weekly chapter meetings

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## Lab Team Lead (1 position available), 4-6 hours per week

- Conduct lab testing for turbidity, pH, electrical conductivity, colour, and harvested volume
- Have a good understanding of water treatment
- Coordinate lab time with the lab supervisor
- Participate in weekly chapter meetings
- Participate in weekly subteam leads meetings

## Lab Team Member (3 positions available), 2-5 hours per week

- Responsibilities
  - Conduct lab testing for turbidity, pH, electrical conductivity, colour, and harvested volume
  - Have a good understanding of water treatment
  - Participate in weekly chapter meetings

## Impact Assessment Team Member (2 positions available), 2-5 hours per week

- Responsibilities
  - Determine an appropriate stakeholder for the project
  - Complete research on project needs
  - Ensure social, environmental, and cultural impacts are considered throughout the design process
  - Participate in weekly chapter meetings

## Communications Representative (1 position available), 2-5 hours per week

- Responsibilities:
  - Liaise with the VP Comms and exec comms team to standardize external communication
  - Maintain contact with stakeholder
  - Ensure consistent and clear documentation between teams
  - Assist the impact assessment team as needed
  - Participate in weekly chapter meetings

# Engineers Without Borders

UBC CHAPTER



## Youth Venture

### Venture Mission

Youth Venture strives to change how education is presented around the Greater Vancouver area and expose students to real-world engineering situations. This team brings alternative perspectives to teachers and students to shape their views on engineering and the university experience, and give students the pathways to put ideas into action. In Youth Venture, members are able to gain knowledge about sustainability and education practices while having the opportunity to work on their presentation and public speaking skills. As well, members have the opportunity to give back to the community and inspire youth.

### Team Structure

- Venture Co-Leads (2)
  - Research Team (4-5)
  - Operations and Logistics Team (2-3)
  - Marketing Team (2-3)
  - Communications Representative (1)

### Available Positions

Research Team Members (4-5 positions available), 2-5 hours per week

- Responsibilities:
  - Research content pertaining to each event/activity
  - Generate design curriculum and design relevant content for activities (e.g. CAD mentorship videos, case competition prompt, etc)
  - Participate in weekly chapter meetings

Operations and Logistics Team Members (2-3 positions available), 2-5 hours per week

- Responsibilities:
  - Manage execution of events and activities
  - Work closely with Research Team
  - Participate in weekly chapter meetings

Marketing Team Members (2-3 positions available), 2-5 hours per week

- Responsibilities:

# Engineers Without Borders

UBC CHAPTER



- Manage social media (advertise events, share applications/invites to YV events)
- Participate in weekly chapter meetings
- Preferred Skills:
  - Use of Canva, Instagram

Communications Representative (1 position available), 2-5 hours per week

- Responsibilities:
  - Facilitate and maintain correspondence between external organizations (e.g. school boards, design teams, etc)
  - Participate in weekly chapter meetings
- Preferred Skills:
  - Use of Microsoft Excel/Google Sheets



Youth Venture Case Competition 2025