

**USC STUDENTS: EEO-TIX HAS A COMMUNITY SERVICE OPPORTUNITY FOR YOU!**

The Office for Equity, Equal Opportunity, and Title IX (EEO-TIX) is the USC office responsible for responding to all reports of protected class harassment and discrimination, including related retaliation, pursuant to the University's Policy on Prohibited Discrimination, Harassment, and Retaliation and the Resolution Process for Sexual Misconduct. For more information about these processes, please visit <https://eeotix.usc.edu/policy/>. When a student-Respondent is found responsible for violating the Policy, under both Resolution Processes, a Misconduct Sanctioning Panel, comprised of two trained faculty and/or staff and one student (either an undergraduate or graduate student, depending on the status of the Respondent) determine the appropriate sanctions. To guard against bias, personally identifying information related to the parties is redacted from the materials shared with the panelists.

***We are looking for several fair-minded undergraduate and graduate students to serve in our Misconduct Sanctioning Panelist pool.*** Candidates should be passionate about the University's Unifying Values, equity, and justice and confident that they can participate in such matters in a fair, neutral manner. Panelists can anticipate being asked to serve on approximately three (3) panels per semester; panel meetings typically last from 2-4 hours in duration and are hosted via Zoom. Panelists are also required to devote several hours of preparation time in advance of the sanction meeting. Finally, each panelist must participate in a comprehensive half-day training (via Zoom). Successful candidates will be financially compensated for their service via an annual stipend from the University.

This is a unique opportunity to play a critical role in a very important system at USC that works to ensure a safe and supportive environment for all students, faculty, staff, and campus visitors and patients that is free from any form of discrimination, harassment, or retaliation. This opportunity is open to any undergraduate or graduate student and may be particularly appealing to those interested in pursuing careers in higher education administration, criminal and social justice, law, or other related fields. To apply for this important role, please submit your resume and cover letter to [eeotix@usc.edu](mailto:eeotix@usc.edu) by no later than September 30, 2023, with the subject line: "Student Applicant for Misconduct Sanctioning Panelist (MSP) Opportunity" and addressed to Jessica Lew, Senior Deputy Title IX Coordinator, EEO-TIX. Please ensure your application addresses why you are interested in this position, your educational background, any advocacy roles you have held, and any time constraints you foresee to participating in virtual meetings held during the remainder of the 2023-2024 academic year (inclusive of the summer 2024 semester).

Please help us spread the word! We are an equal opportunity employer and, should you need any accommodation to meaningfully participate in the application process, please email Catherine Spear, Vice President, EEO-TIX, at [eeotix@usc.edu](mailto:eeotix@usc.edu).