

ACE Board 2020-21 Executive Board Selection Activities. Culture. Engaging Entertainment. from your Student Senate

ACE Board, in concert with the Student Senate and Student Activities, seeks candidates for five executive positions next year. Applications are due Friday, April 24, by 9:00 a.m.

ACE Board Chair:

The Chair is the overall student leader of ACE Board and should be comfortable and experienced with planning large events requiring multiple resources. The Chair facilitates weekly ACE Board meetings, provides support and communicates with fellow ACE Board members. The Chair must guide the planning and execution of concerts, touring entertainers, and other special events with attention to University policies and procedures.

Production Chair:

The Production Chair coordinates the sound and lighting aspects of ACE Board productions and manages an expansive, Student Senate-owned inventory of sound, lighting, and other event equipment. The Production Chair must have prior experience operating required sound equipment, must be able to lead a production set-up crew, and works with professional musicians.

Marketing Chair:

The Marketing Chair promotes ACE Board, Student Activities, and their related events with various media, social, and event-based marketing. The Marketing Chair must have prior experience developing promotions using different media: print, online, or social. Interest and ability to write well, work timely, maintain contact with other student media and organizations, and follow University and industry standards for writing and publication are just as important as creativity.

Open Mic Chair:

The Open Mic Chair coordinates the monthly “First Fridays” Open Mic series and works with similar events. The Open Mic Chair should be comfortable and experienced planning performance events. The Open Mic Chair should be dedicated to providing a forum for students to showcase various performance talents and to bring a variety of guest talent to campus that reflects both the general and diverse interests of students.

Boxer Radio Chair:

The Boxer Radio Chair leads an evolving pod-casting platform, and BoxerRadio.fm, an online radio station, including scheduling and promoting shows, training DJs, or arranging live broadcasts of campus events. The Boxer Radio Chair should be interested in learning both the technical aspect of broadcasts, including relevant software and hardware, and the social responsibilities of operating a media platform. The Boxer Radio Chair works to incorporate the station and ACE Board’s music-related events with music fans on campus.

SMC Cultural Events Chair:

The Cultural Events Chair works primarily within the SMC to support and coordinate events with cultural clubs that promote cultural appreciation, nurture understanding of diverse cultural perspectives, and encourage cross-cultural dialogue. The Cultural Events Chair participates in weekly Student Multicultural Center meetings and ACE Board meetings, and communicates regularly with leaders of various cultural student organizations on campus to foster collaboration and develop activities. The Cultural Events Chair should be experienced planning events and be dedicated to promoting a variety of events.

To apply:

Answer the following two questions in a document to upload them with your application. Your answers should not exceed a page each. Uploading a resume is *optional* and *not* required.

1. Describe a time that you communicated in a manner that did ONE of the following: built a feeling of team; inspired others to help or work harder; avoided confusion and facilitated organization; reduced frustration or hostility; or, helped others learn something quickly or easily.
2. List, describe, *and* prioritize your weekly commitments (in hours) for courses, homework, co-curricular, recreational, other employment, or hobbies next fall, winter, and spring terms. Discuss the impact this position will have on your time.

Complete the application on the University’s human resources system, Paycom, with the following link:

<https://www.paycomonline.net/v4/ats/web.php/jobs/ViewJobDetails?job=9423&clientkey=ABFDAFED645B6920CFDB8559C078F8A5>

Be sure to specify which position(s) you are applying for and apply by Friday, April 24, by 9:00 a.m.

Full job descriptions for each position are available in this document at
<https://www.pacificu.edu/clubs-organizations/service-politics-advocacy/ace-board>

ACE Board Chair

Activities. Culture. Engaging Entertainment. from your Student Senate

ACE Board General Description:

ACE Board develops and supports large-scale, fun activities that engage the student body, including open mic nights, live concerts, touring performers, movies, special events, lectures, and cultural entertainment. ACE Board manages sound, lighting, technical equipment, and contracted services to produce these events and to sponsor and guide other student groups in successful production of similar events. As the custodian for the Student Senate of a large student-fee activity budget and large inventory of student-owned sound equipment, ACE Board supports events that reflect both the general and diverse interests of students.

Chair General Description:

The Chair is the overall student leader of the ACE Board.

Qualifications:

- Comfort and ability to work appropriately with a wide range of people, including students, staff, and faculty, that have diverse experiences and interests in event planning; and, professional musicians, performers, and contractors.
- Prior experience planning large events that require coordinating multiple resources, facilitating and leading meetings, and speaking publicly.
- Ability to motivate other students, including prior success judging when and how to provide support, offer constructive feedback, or hold team members accountable for the benefit of the larger group.
- Ability to judge when and how to involve other groups in making decisions that affect a large event.
- Ability to recognize and form connections between teams of people working on tasks independently that must ultimately work together to support a large event.

Responsibilities:

- Lead the ACE Board in its mission to create, plan, and execute large-scale events, often in cooperation with other student organizations, that engage the student body. This includes setting goals and evaluating ACE Board, both in terms of goals specific to the given year and general goals established by the Student Senate.
- Manage non-technical aspects of ACE Board events or appoint a substitute in consultation with the adviser. Non-technical responsibilities include: arranging hospitality for performers and ACE Board event support staff, leading non-technical aspects of event set-up and clean-up, and coordinating crowd-control and ticketing staff as the event requires. There is about one such large event per month on campus.
- Facilitate weekly ACE Board meetings and develop agendas in consultation with the adviser. Co-facilitate, with the help of the adviser, any team-building retreat, planning meetings, or trainings for ACE Board.
- Develop and maintain the ACE Board budget, in consultation with the adviser.
- Communicate frequently with all members of ACE Board, including meeting weekly with the ACE Board adviser.
- Recruit ACE Board members and provide regular support, guidance, and direction to ACE Board members.
- Be knowledgeable of and follow University event guidelines and procedures.
- Be knowledgeable of, develop, and maintain functional ACE Board operating procedures in cooperation with ACE Board Chairs, adviser, and members. Maintain updated copies of these documents and make them available electronically.
- Represent ACE Board to the Student Senate and as required at meetings with other student or University organizations.
- Co-facilitate meetings with various student groups to negotiate and determine the calendaring of events, giving balance to both student interests and realistic resource constraints.
- Temporarily assume the responsibilities of any ACE Board member in the event that member is unable to perform his or her duties; lead the process to fulfill any vacancies that occur on the ACE Board.
- Regularly check and respond to position-related electronic workflows, e.g., e-mail. Schedule office hours as needed.
- Develop and lead a process, in consultation with the adviser, to select the following year's ACE Board officers, provided the Chair is not seeking re-appointment.
- Attend the National Association of Campus Activities (NACA) West Regional Conference, November 19-22, to participate in selecting featured acts for Open Mic Night and other ACE Board events.

Requirements:

- Interest, ability, and commitment to perform the duty for one year. Executive board members must prioritize ACE Board ahead of all other co-curriculars, which precludes holding concurrent similar positions.
- Prior experience participating in planning large events on campus.
- Be a full-time, undergraduate student in good standing, including maintaining a 2.0 semester and 2.5 cumulative GPA.
- Must return to campus on Tuesday, August 18, for training and participating in Orientation events.
- Participate in transitioning with incumbent executive board members in April or May.

Compensation: Stipend of \$2583 prorated during the year, requiring an average of 6.5 hours/week when classes are in session.

ACE Board Production Chair

Activities. Culture. Engaging Entertainment. from your Student Senate

ACE Board General Description:

ACE Board develops and supports large-scale, fun activities that engage the student body, including open mic nights, live concerts, touring performers, movies, special events, lectures, and cultural entertainment. ACE Board manages sound, lighting, technical equipment, and contracted services to produce these events and to sponsor and guide other student groups in successful production of similar events. As the custodian for the Student Senate of a large student-fee activity budget and large inventory of student-owned sound equipment, ACE Board supports events that reflect both the general and diverse interests of students.

Production Chair General Description:

The Production Chair is responsible for the sound and lighting aspects of ACE Board productions, including providing leadership to sound set-up crews, and managing ACE Board's inventory of sound, lighting, and non-technical event equipment.

Qualifications:

- Comfort and ability to work appropriately with a wide range of people, including students, staff, and faculty, that have diverse understanding of sound engineering; and, professional musicians, performers, and contractors. Interpersonal skills, leadership aptitude, attitude, and capacity for technical learning are often more important than prior technical experience.
- Prior experience running sound boards and setting up mics for a variety of live performances and venues.
- Functional understanding of a variety of sound concepts, including input levels, channels, gain structure, aux busses, etc.
- Interest and ability to teach other students the basics of managing sound, including explaining the rationale behind certain practices, offering constructive feedback, and enforcing the appropriate care and respect for equipment.
- Ability to judge when and how to involve other groups in making decisions that affect a large event.

Responsibilities:

- Attend and actively participate in weekly ACE Board meetings. Support ACE Board's mission to create, plan, and execute large-scale event that engage the student body, often in cooperation with other student organizations.
- Serve as technical production manager at all ACE Board events, except when a professional sound engineer is hired, or appoint a substitute in consultation with the adviser. Technical production manager responsibilities include: leading the technical set-up crew in appropriate set-up and take-down of sound and lighting equipment, conduct sound check in cooperation with performers, competently operate sound equipment in accord with operational limitations, i.e., safety, noise regulations, and technical limits, to maximize the technical quality of the production. There are about two such large events per month on campus.
- Maintain, in consort with Student Activities, a schedule of events assigned to various production team members to support various smaller events. Facilitate bi-weekly production team meetings in consultation with Student Activities staff.
- Develop technical production plans, i.e., equipment needs, input lists, stage plots, set-up schedule, etc., in consultation with adviser, performance technical riders, and event co-sponsors as necessary for major events.
- Maintain an accurate inventory of all ACE Board equipment, including technical specifications, and make it available to sound crew, ACE Board members, and approved personnel.
- Manage the storage of all ACE Board equipment, including cleaning, organization, and repair, as frequently as needed.
- Develop and maintain guidelines, in consultation with ACE Board, for lending limited amounts of ACE Board equipment to support smaller, approved events. Manage processes and record-keeping for the check-out and return of equipment under these conditions.
- Receive and respond to requests for technical event support from various student groups in consultation with ACE Board chairs, production team members, and adviser.
- Communicate frequently with all members of ACE Board, including meeting weekly with the ACE Board adviser.
- Maintain good relationships with various contractors on behalf of ACE Board to secure technical services and equipment.
- Regularly check and respond to position-related electronic workflows, e.g., EMS. Schedule storage organization regularly.

Requirements:

- Interest, ability, and commitment to perform the duty for one year. Executive board members must prioritize ACE Board ahead of all other co-curriculars, which precludes holding concurrent similar positions.
- Preference for those who acquire and maintain driving privileges in University-owned cargo vans, trailers, and trucks.
- Be a full-time, undergraduate student in good standing, including maintaining a 2.0 semester and 2.5 cumulative GPA.
- Must return to campus on Tuesday, August 18, for training and participating in Orientation events.
- Participate in transitioning and training with incumbent Executive Board members in April or May.

Compensation: Stipend of \$2583 prorated during the year, requiring an average of 6.5 hours/week when classes are in session.

ACE Board Marketing Chair

Activities. Culture. Engaging Entertainment. from your Student Senate

ACE Board General Description:

ACE Board develops and supports large-scale, fun activities that engage the student body, including open mic nights, live concerts, touring performers, movies, special events, lectures, and cultural entertainment. ACE Board manages sound, lighting, technical equipment, and contracted services to produce these events and to sponsor and guide other student groups in successful production of similar events. As the custodian for the Student Senate of a large student-fee activity budget and large inventory of student-owned sound equipment, ACE Board supports events that reflect both the general and diverse interests of students.

Marketing Coordinator General Description:

The Marketing Coordinator promotes ACE Board, Student Activities & Multicultural Interests, and their related events with various media, social, and event-based media.

Qualifications:

- Excellent written communication skills, particularly for organizing clear and interesting messages to the public.
- Excellent computer skills, particularly aptitude for managing web media or experience using Adobe Creative Suite.
- Interpersonal skills to lead a team of students in actively promoting events on campus.
- Demonstrates creativity; but, more importantly, possesses sufficient technical competence, aptitude, and appreciation to plan and successfully lead the production of a variety of media within specific time constraints.
- Experience designing posters, booklets, programs, or items for black-and-white, 4-color, or screen printing a plus.

Responsibilities:

- Attend and actively participate in weekly ACE Board meetings. Support ACE Board's mission to create, plan, and execute large-scale events that engage the student body, often in cooperation with other student organizations. Since event production is a team effort, ACE Executive Board members attend and assist at other ACE events that they may have not planned, usually 1-2 per month.
- Coordinate ACE Board's promotions and recruitment at University-wide events, including club fairs, homecoming, etc.
- Maintain accurate information regarding ACE Board and Student Activities Events for internal planning calendar, campus calendar and content management system (CMS), Facebook page, and additional media as required.
- Write content for University webpages, posters, and other media regarding ACE Board and Student Activities, including, writing reviews of bands and performers, or abstracts of films.
- Distribute promotional media, i.e., artists' songs and entertainers' videos, for ACE Board events to campus media outlets, such as Pacific Index and BoxerRadio. Work closely with BoxerRadio DJs to promote live events.
- Actively pursue new mediums to market ACE Board events, activities, or the organization itself.
- Maintain the ACE Board Facebook page and University webpage. Assist in the maintenance of other Student Activities media, including Boxer Radio sites.
- Work closely with work-study graphic designer to develop posters, program brochures, t-shirts, and other visual promotional material consistent with event themes and goals.
- Maintain a digital archive of photographs and visual art from ACE Board and Student Activities events. Photograph or appoint photographers for ACE Board and Student Activities events.
- Assist in the development and maintenance of other ACE Board and Student Activities publications, including promotional publications, forms, and informational resources.
- Lead a weekly marketing team meeting. Assist with or delegate the production of additional graphic arts as needed, including bulletin boards and other displays in the University Center.
- Assist in marketing and development of ACE Board and Student Activities & Multicultural Interest events through record-keeping of attendance data, student interest surveys, etc.
- Regularly check and respond to position-related electronic workflows, e.g., e-mail. Schedule office hours as needed.

Requirements:

- Interest, ability, and commitment to perform the duty for one year. Executive Board members must be able to prioritize ACE Board ahead of all other co-curriculars, which precludes concurrently holding positions with similar demands.
- Be willing to learn and follow University guidelines and other best practices for print, web, and social media, e.g. University Brand Standards and AP Style Guide.
- Be a full-time, undergraduate student in good standing, including maintaining a 2.0 semester and 2.5 cumulative GPA
- Must return to campus on Tuesday, August 18, for training and participating in Orientation events.
- Participate in transitioning and training with incumbent Executive Board members in April or May.

Compensation: Stipend of \$2583 prorated during the year, requiring an average of 6.5 hours/week when classes are in session.

ACE Board Open Mic Chair Activities. Culture. Engaging Entertainment. from your Student Senate

ACE Board General Description:

ACE Board develops and supports large-scale, fun activities that engage the student body, including open mic nights, live concerts, touring performers, movies, special events, lectures, and cultural entertainment. ACE Board manages sound, lighting, technical equipment, and contracted services to produce these events and to sponsor and guide other student groups in successful production of similar events. As the custodian for the Student Senate of a large student-fee activity budget and large inventory of student-owned sound equipment, ACE Board supports events that reflect both the general and diverse interests of students.

Chair General Description:

The Open Mic Chair coordinates a monthly Open Mic series and similar events.

Qualifications:

- Comfort and ability to work appropriately with a wide range of people, including students, staff, and faculty, that have diverse experiences and interests in event planning; and, professional musicians, performers, and contractors.
- Prior experience planning events that require coordinating multiple resources and speaking publicly.
- Ability to motivate other students, including prior success judging when and how to provide support, offer constructive feedback, or hold team members accountable for the benefit of the larger group.
- Ability to recognize and form connections between teams of people working on tasks independently that must ultimately work together to support an Open Mic event.

Responsibilities:

- Attend and actively participate in weekly ACE Board meetings. Support ACE Board's mission to create, plan, and execute large-scale events, with particular attention to ACE Board's goal to balance both general and diverse interests of students.
- Develop and maintain budgets for the Open Mic series, in consultation with the ACE Board chair and adviser.
- Manage non-technical aspects of ACE Board Open Mic Events or appoint a substitute in consultation with the adviser. Non-technical responsibilities include: arranging hospitality for performers, leading non-technical aspects of event set-up and clean-up, and coordinating crowd-control as the event requires. There is one Open Mic event per month on campus. Since event production is a team effort, ACE Executive Board members attend and assist at other ACE events that they may have not planned.
- Coordinate an equitable sign-up process for student performers in advance of Open Mic, including: publicizing sign-up process in conjunction with Marketing Chair, determining the order of performers giving consideration to production of the event, determining performers technical needs and communicating those needs with the ACE Board Production Team, and communicating expectations with student performers.
- Develop the Open Mic program including: appointing an emcee(s), developing introductions and announcements for use by the emcee, producing a PowerPoint or similar display of the program for the audience, coordinate audience voting on favorite acts.
- Reach out to students and student groups that may be interested in collaborating on Open Mic events, including recruiting volunteers to staff parts of the series. Provide guidance and support to student leaders to work together.
- Communicate frequently with all members of ACE Board, including meeting weekly with the ACE Board adviser.
- Be knowledgeable of and follow University event guidelines and procedures, and internal ACE Board practices.
- Regularly check and respond to position-related electronic workflows, e.g., Google Forms. Schedule office hours as needed.
- Attend the National Association of Campus Activities (NACA) West Regional Conference, November 19-22, to participate in selecting featured acts for Open Mic Night and other ACE Board events.

Requirements:

- Interest, ability, and commitment to perform the duty for one year. Executive Board members must be able to prioritize ACE Board ahead of all other co-curriculars, which precludes concurrently holding positions with similar demands.
- Prior experience participating in planning large events on campus.
- Be a full-time, undergraduate student in good standing, including maintaining a 2.0 semester and 2.5 cumulative GPA.
- Must return to campus on Tuesday, August 18, for training and participating in Orientation events.
- Participate in transitioning and training with incumbent Executive Board members in April or May.

Compensation: Stipend of \$2583 prorated during the year, requiring an average of 6.5 hours/week when classes are in session.

Boxer Radio Chair

Boxer Radio General Description

Boxer Radio is the online radio station run by and for Pacific University students. Boxer Radio blends the collected talents and tastes of student DJs, MCs, and music lovers into a single streaming commercial-free mix of eclectic music programming, live broadcasts of campus events, interviews, and news. The station is currently trying to transition to a podcasting platform.

ACE Board General Description:

ACE Board develops and supports large-scale, fun activities that engage the student body, including open mic nights, live concerts, touring performers, movies, special events, lectures, and cultural entertainment. ACE Board manages sound, lighting, technical equipment, and contracted services to produce these events and to sponsor and guide other student groups in successful production of similar events. As the custodian for the Student Senate of a large student-fee activity budget and large inventory of student-owned sound equipment, ACE Board supports events that reflect both the general and diverse interests of students.

Boxer Radio Chair General Description

The Boxer Radio Chair trains and schedules podcasts or DJs, maintains station functionality, and works closely with other members of ACE Board to incorporate the radio station and ACE Board's music-related events with music fans on campus.

Qualifications:

- Interest and ability in developing a student media outlet that serves a wide array of purposes.
- Excellent written communication skills, particularly for organizing clear and interesting messages to the public.
- Interpersonal skills to lead a diverse team of volunteer student DJs in consistently and competently delivering station content, including an interest and ability in teaching other students technical concepts and media best practices.
- Possesses sufficient technical competence, aptitude, and appreciation to maintain equipment functionality.
- Prior experience producing a podcast or live radio show.

Responsibilities:

- Attend and actively participate in weekly ACE Board meetings. Support ACE Board's mission to create, plan, and execute large-scale events, with particular attention to ACE Board's goal to balance both general and diverse interests of students.
- Maintain a list of DJ's for live music events and campus special events, e.g. club fair and festivals. Provide playlists for ACE Board events and promote ACE Board music events by incorporating music from upcoming performers into playlists.
- Coordinate live broadcasts of Open Mic events, music events, Student Senate open forums, and other on-campus events.
- Train radio hosts on the software and hardware in the station.
- Respond in a reasonable timeframe to DJs requests to troubleshoot technical difficulties when station broadcasting is malfunctioning.
- Regularly check and respond to general messages on the Boxer Radio email account.
- Communicate with other groups on campus for events and advertising.
- Organize, update, and publish a show schedule in consultation with student DJ's.
- Write content and update the Boxer Radio web page, along with entering information into the campus calendar.
- Use various media outlets to garner radio participation, including managing the Facebook page and other social media outlets.
- Generate interest in Boxer Radio and local music by creating opportunities for Boxer Radio to feature performers who are new, local, or performing on campus!
- Schedule and maintain a minimum of 1.5 office hours per week at the Radio Station.
- Be willing to continue working on Radio Station projects, and get creative!

Requirements:

- Interest, ability, and commitment to perform the duty for one year. Executive Board members must be able to prioritize ACE Board ahead of all other co-curriculars, which precludes concurrently holding positions with similar demands.
- Be willing to learn and follow University guidelines and other best practices for print, web, and social media, e.g. University Brand Standards and AP Style Guide.
- Be a full-time, undergraduate student in good standing, including maintaining a 2.0 semester and 2.5 cumulative GPA.
- Must return to campus on Tuesday, August 18, for training and participating in Orientation events.
- Participate in transitioning and training with incumbent Executive Board members in April or May.

Compensation: Stipend of \$1325 prorated during the year, requiring an average of 3.33 hours/week when classes are in session. If more hours are required to accomplish the job, additional hourly compensation will be provided.

SMC Cultural Events Chair

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ACE Board General Description:

ACE Board develops and supports large-scale, fun activities that engage the student body, including open mic nights, live concerts, touring performers, movies, special events, lectures, and cultural entertainment. ACE Board manages sound, lighting, technical equipment, and contracted services to produce these events and to sponsor and guide other student groups in successful production of similar events. As the custodian for the Student Senate of a large student-fee activity budget and large inventory of student-owned sound equipment, ACE Board supports events that reflect both the general and diverse interests of students.

Cultural Events Chair General Description:

The Cultural Events Chair focuses on the development and support of events that promote cultural appreciation, nurture understanding of diverse cultural perspectives, and encourage cross-cultural dialogue. The Cultural Events Chair develops relationships with student organizations that share similar goals and collaborates with them.

Qualifications:

- Comfort and ability to work appropriately with a wide range of people, including students, staff, and faculty, that have diverse experiences and interests in event planning; and, professional musicians, performers, and contractors.
- Prior experience planning events that require coordinating multiple resources, facilitating and leading meetings, and speaking publicly.
- Ability to motivate other students, including prior success judging when and how to provide support, offer constructive feedback, or hold team members accountable for the benefit of the larger group.
- Demonstrable interest in and awareness of different cultural influences on campus and around campus. Experience fostering cultural understanding through events, programs, or other educational activities.
- Ability to judge when and how to involve other groups in making decisions that affect a large event.

Responsibilities:

- Attend and actively participate in weekly ACE Board meetings, SMC meetings, and Collective meetings. Support the mission's of these respective groups. Act as a liaison between these and give attention to stakeholders' different interests in the process and outcome.
- Collaborate on or lead cultural event committees in cooperation with other cultural student organizations, including facilitating meetings, developing agendas in consultation with advisers, and recruiting volunteers. Plan and execute cultural events that engage the student body. This includes setting goals and evaluating events.
- Develop and maintain budgets for cultural events, in consultation with adviser.
- Manage non-technical aspects of SMC cultural events or appoint a substitute in consultation with the adviser. Non-technical responsibilities include: arranging hospitality for performers and ACE Board event support staff, leading non-technical aspects of event set-up and clean-up, and coordinating crowd-control and ticketing staff as the event requires. There is about one such large event per month on campus. Examples include Around the World, Lunar New Year, and May Day. Since event production is a team effort, ACE Executive Board members attend and assist at other ACE events that they may have not planned.
- Attend meetings of and collaborate regularly with other cultural clubs and the social justice retreat.
- Reach out to student groups that may be interested in working with the SMC to produce cultural events. Provide guidance and support to student leaders in the SMC and other groups to work effectively together.
- Communicate regularly with members of the SMC student staff and ACE Board, including meeting weekly with adviser.
- Provide regular support, guidance, and direction to event planners in various clubs in the Collective.
- Be knowledgeable of and follow University event guidelines and procedures, and internal SMC and ACE Board practices.
- Co-facilitate meetings with various student groups to negotiate and determine the calendaring of events, giving balance to both student interests and realistic resource constraints.
- Regularly check and respond to position-related electronic workflows, e.g., e-mail. Schedule office hours as needed.

Requirements:

- Interest, ability, and commitment to perform the duty for one year. Executive board members must prioritize ACE Board ahead of all other co-curriculars, which precludes holding concurrent similar positions.
- Prior experience participating in planning large events on campus, especially cultural events.
- Be a full-time, undergraduate student in good standing, including maintaining a 2.0 semester and 2.5 cumulative GPA.
- Must return to campus on Tuesday, August 18, for training and participating in Orientation events.
- Participate in transitioning and training with incumbent Executive Board members in April or May.

Compensation: Stipend of \$2583 prorated during the year, requiring an average of 6.5 hours/week when classes are in session.