

## Associated Students, Inc. (ASI) Director for Student Organizations

**Mission Statement:** The Associated Students, Inc. (ASI) of California State University, Stanislaus is the official voice of the students. As a not-for-profit organization, our mission is to provide and fund a wide range of high-quality programs and services to support student life, student success and instill a sense of campus pride. ASI provides resources and programs that encourage leadership development as well as broaden social, educational, political, and emotional growth.

**Description of Position:** The Director for Student Organizations shall advocate for students involved in club and/or organizations at California State University, Stanislaus. The Director for Student Organizations shall be in compliance with ASI bylaws and the point system.

**Eligibility:** Undergraduate and/or Graduate Candidates refer to the ASI Election Code for unit and GPA requirements.

**Tenure and Terms:** The Director for Student Organizations shall hold office for one year. Such term will begin 12:01pm on the first day of June and conclude at 12:00 noon on the first day of June the following year.

**Duties and Responsibilities:** The position duties and responsibilities shall include, but not limited to the following:

- Advocate for the rights of the students involved in a club and/or organization on campus.
- Meet with the Student Activities Coordinator/ Greek Advisor, and officers of student organizations once per semester, or as needed.
- Distribute information to clubs and organizations pertaining to ASI.
- Attend scheduled meetings of the ASI BOD held from 4:30 p.m. to adjournment on Tuesdays (class and work shall be planned accordingly).
- Review all minutes and attached documents prior to all meetings.
- Give a written and/or verbal report at the ASI BOD meetings.
- Serve on at least one Standing Committee: Judicial, Elections, Human Resource, Policy, or Budget Committee.
- Serve on a minimum of two University committees and submit a committee report following each meeting.
- Complete and submit an End of the Office Report at the end of term.
- Attend summer and winter retreat, trainings, and workshops.

**Recommended Additional Duties:**

- Be actively involved in ASI Student Government programs, events, and/or campaigns.
- Assemble a subcommittee of their constituency and actively meet with the committee.

- Create, develop, and implement specific goal(s)/project(s) that would benefit your constituents.
- Complete and submit a BOD Initiative Evaluation and Report form as needed.