



## Student Body Vice President

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<b>Position Title:</b>	Student Body Vice President
<b>Department:</b>	Executive Team
<b>Supervisor:</b>	Student Body President
<b>Stipend:</b>	\$3,500

### **Primary Purpose:**

The Student Body Vice President provides leadership to, and supports, the Bethel Student Government executives and members in the planning and execution of campus-wide events alongside the Student Body President. The VP meets regularly with several of the Executive Directors, oversees the legislative branch of BSG, and acts to assist and partner with the President in representing and serving the student body. This position is also the right hand person of the Student Body President and oversees the day-to-day operations of BSG.

### **Key Responsibilities:**

- The second-in-command of the executive branch.\*
- Will be the liaison between the student senate and the executive board.\*
- To attend all senate meetings and act as a parliamentarian.\*
- Manages the Loft and the BSG office space.
- Hires and trains 7 BSG Executives alongside the President.
- Oversees and sends BSG all-campus emails.
- Provides regular encouragement and recognition to BSG executives, members and partnering departments throughout the school year.

### **General Responsibilities:**

- At least five office hours per week
- One-hour weekly Executive Team meeting
- Weekly meeting with the Student Body President
- Weekly meetings with select BSG executives
- Bi-weekly meeting with BSG advisor

- Attend the Leadership Retreat
- Arrive on campus two weeks before classes begin
- Attendance at all Senate meetings
- Take on additional projects that are relevant to the student body
- Participate in various other extra Executive team commitments such as, but not limited to, retreats, staff chapel, and staff training prior to school starting

**Qualifications:**

- Junior standing at time of assuming the position
- Minimum GPA of 2.5
- Previous experience within Bethel Student Government required
- Should have previous experience leading a team
- Must be willing to work at any time you are needed