



Student Government Association Director of Student Relations Position Description

I. Director Overview

A Director of the Student Government Association (SGA) have established themselves as organized and is seeking this opportunity to further their potential and gain critical experience. Every SGA Election there is student leaders appointed to vital leadership roles within our organization. As Director you will provide your experiences to add and/or build a tight, well organized committee working with: students, the Greek community, campus departments, the city of Saint Joseph, and other Western community members.

II. Function

As Director of Student Relations you will be chair of the student relations senate committee. You will be working with senators in the creation of legislation leading to the approval of new student organizations. Additionally, in your role you will serve as a bridge between new organizations, the SGA and the Center for Student Engagement.

III. Duties and Responsibilities

- a. Serve as committee chair of the Student Relations Committee
- b. Serve as a member of CSE Clubs and Organizations Recognition committee
- c. Serve as a member and attend all meetings of the SGA Executive Board.
- d. Serve as the SGA liaison to CSE director, interns pertaining to issues of clubs and organizations
- e. Work with the Student Development office, Associate Dean, SGA President to coordinate the Student Leadership and Clubs and Organizations recognition process
- f. Other duties as assigned by the SGA President

IV. Terms and Conditions

A. Compensation

A scholarship of ½ tuition will be applied to your student account paid in three disbursements. You also have the ability for your Directors position to apply as internship/applied learning credit within your department.

B. Events

WAC, RC, Student Senate, collectively SGA, plan many events. It is great to have as much support from the Executive Board as possible. Your participation is not required but greatly appreciated and some events maybe mandatory.

C. Absences & Tardiness

Life happens, just please advise SGA Vice-President or President about your situation. We will work with you as they happen.

D. Conduct

As an executive member of the Student Government Association we are expected to lead by example. Please conduct yourself in a professional manner while at SGA meetings.
