



Special Activities- Cabinet Director Position Descriptions

Attorney General

Serve as a link between the Student Association Cabinet and Judicial Council. Expected to attend all open meetings hosted by Judicial as well as any Senate meetings in which the Constitution or Bylaws are being amended or revised. Shall advise and assist the Student Association President as in all judicial dealings, as well as assist any other students at the direction of the President.

Chief Technology Officer

Assist in the communication efforts of the branches by setting up contact lists with phone numbers and emails. See to website upkeep and design as requested by the Secretary. Manage the utilization of Microsoft Office by the Student Association. Maintain rapport with Information Technology Services.

Special Initiatives

Serve as directed by the SA President. May be working on several unique projects throughout the semester. Need to be very flexible and adaptable.

Organizational Outreach

Proactively develop partnerships and relationships with student organizations across campus. It helps organizations understand the purpose and the role of the Student Association. Works with organizations as they apply for funding, as well as plan and market their events. Report the needs of student organizations to the Executive Council.

Service Outreach

Serve as directed by the SA President. Will work on collaborating with service organizations, promoting service throughout the Student Association, and planning service projects and events throughout campus.