



Syracuse University's Student Association Cabinet Positions

Thank you for your interest! Applications are due Friday, April 24 at 11:59 p.m. EST.

Chief of Staff:

Responsibilities include, but are not limited to:

- Maintaining strong relations with the President, Vice President, Cabinet and all other Student Association members
- Working closely with the President and Vice President on the goals, strategies, and direction of the Cabinet
- Mediating any internal disputes or conflicts, should they arise, and ensuring effective communication and engagement among members of the organization
- Working on any internal or external initiatives that may involve on-campus departments
- Overseeing the cabinet and any initiatives executed by the Cabinet
- Collecting feedback from the members of Cabinet and Student Association to ensure continued success

Chair of Student Life:

Responsibilities include, but are not limited to:

- Provide leadership and management of the Student Life Committee
- Assigning tasks on initiatives to assist in the completion of the committee's goals
- Facilitating weekly meetings with all committee members
- Serving on any and all task forces/work groups/committees dedicated to improving student life at Syracuse University
 - This includes but is not limited to the University Senate Student Life Committee
- Maintaining thorough contact with Cabinet and the Public Relations Committee, especially when it comes to updating them on the progress of completing initiatives
- Organizing bi-weekly shuttles to Wegmans and Target
- Organizing destination buses to New York City, Washington D.C., New Jersey, Philadelphia, and Boston for Thanksgiving and Spring Break
- Organizing shuttles to participate in seasonal activities (i.e. pumpkin picking in the fall)

Description of Committee: The Student Life Committee is devoted to maintaining the quality of life for the students of Syracuse University and SUNY-ESF. Through facilitating cooperation between the student body and administration, the committee on Student Life strives to enhance the college experience of the students and faculty at this school. As representatives of the student body, we look to enhance and review areas across campus dealing with health and wellness, residence life, transportation, safety, food services, recreational services, and many more.



Chair of Diversity and Inclusion:

Responsibilities include, but are not limited to:

- Providing leadership and management of the Diversity and Inclusion Committee
- Assigning tasks on initiatives to assist in the completion of the committee's goals
- Facilitating weekly meetings with all committee members
- Serving on any and all task forces/work groups/committees dedicated to improving diversity and inclusivity at Syracuse University
- Working with the President, Vice President, and Cabinet of the Student Association to call attention to under-addressed needs in the community
- Act as student liaison to the university administration on all issues pertaining to diversity and inclusivity
- Introducing initiatives/events for multiple communities, identities, and individuals
- Ensure that all university policies celebrate and recognize diversity and inclusivity
- Creating and overseeing a council of representatives from diverse student organizations to facilitate dialogue and encourage collaboration on campus

Description of Committee: The Diversity and Inclusion Committee serves as a platform to recognize underserved populations and organizations on campus. The committee will oversee actions taken by the administration to advance diversity and inclusion on campus as well as provide input on how to best do so. They will also encourage collaboration among a wide variety of student organizations and campus departments.

Chair of Academic Affairs:

Responsibilities include, but are not limited to:

- Providing leadership and management of the Academic Affairs Committee
- Assigning tasks on initiatives to assist in the completion of the committee's goals
- Facilitating weekly meetings with all committee members
- Serving on any and all task forces/work groups/committees dedicated to improving academic affairs at Syracuse University
- Maintaining thorough contact with Cabinet and the Public Relations Committee, especially when it comes to updating them on the progress of completing initiatives
- Reviewing existing syllabi policies and implementation
- Working with schools and colleges to standardize the first year forum

Description of Committee: The Academic Affairs committee strives to facilitate initiatives that will improve the quality of the student academic life and culture at Syracuse University and SUNY-ESF. Our goal is to combine existing knowledge and policies with innovative ideas that will enhance the academic experience on and off campus.



Chair of Student Engagement (Community Engagement):

Responsibilities include, but are not limited to:

- Providing leadership and management of the Student Engagement (Community Engagement) Committee
- Assigning tasks on initiatives to assist in the completion of the committee's goals
- Facilitating weekly meetings with all committee members
- Serving on any and all task forces/work groups/committees dedicated to improving community engagement at Syracuse University
- Maintaining thorough contact with Cabinet and the Public Relations Committee, especially when it comes to updating the on the progress of completing initiatives
- Encouraging student engagement by being a liaison between the student body and Student Association
- Ensuring that the committee serves as a first-response team by documenting and recording student feedback
- Conducting surveys and questionnaires and analyzing data on student association initiatives and university policies
- Introducing initiatives/events for multiple communities, identities, and individuals
- Sitting on the new Registered Student Organizations (RSOs) review board to meet with students and determine RSO eligibility
- Planning Student Association's annual "Spring into Action Month," which includes community service events, panels, and workshops for students

Description of Committee: The Student Engagement (Community Engagement) Committee commits their time to fostering and strengthening university relationships with local non-profit organizations, neighborhood alliances, and grassroots organizations. Students reach out to Registered Student Organizations (RSO's) in order to inform them of current Student Association services, resources, and initiatives. They also record and organize feedback from the student body. Members are expected to remain in contact with their assigned RSOs, meet with directors/executive boards, and report commentary back to Student Association.

Chair of Public Relations:

Responsibilities include, but are not limited to:

- Providing leadership and management to the Public Relations Committee
- Assigning tasks on initiatives to assist in the completion of the committee's goals
- Facilitating weekly meetings with all committee members
- Managing external messages and marketing campaigns for the organization
- Preparing Cabinet members for interviews with external news sources
- Managing the social media platforms that represent Student Association
- Maintaining thorough contact with Cabinet

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Description of PR Committee: The Public Relations Committee publicizes Student Association, and its initiatives and events to the Syracuse University community. This involves managing social media, running publicity campaigns, and communicating internal decisions to the student body.

Director of Technology:

Responsibilities include, but are not limited to:

- Managing the Student Association website to provide the student body with an accessible online format to access the information they need
- Collaborating with campus departments such as ITS to assess and improve technology assets across campus to fit the needs of students
- Finding new ways to implement technology within Student Association
- Maintaining thorough contact with the President, Vice President, and Cabinet
- Working with other committees and other Student Association members to complete initiatives