Student Activities Committee Member

The primary goal of the Student Activities Committee (SAC) is to create a series of student-led and student-focused events. Members of this committee will have the leadership opportunity to guide the activities program and represent the interests of the student body.

**Expectations**
Each Student Activities Committee member should be an advocate for student involvement by listening for interests among the student body and encouraging peers to attend programs. Committee members should bring a genuine interest, enthusiasm, and positive attitude to building an active and enjoyable campus culture. It is expected that members of the SAC will work together as part of a team, commit to the entire school year, attend the events organized by the committee, and frequently attend other school or museum events to show support for programming on campus.

**Responsibilities:**
Together with staff from Student Services, the SAC will meet before the end of the 2015/16 school year and put together a suggested calendar of events for the 2016/17 school year. The calendar may include already established events, but is otherwise open to discussion. A wide variety of events should be planned.

As a member of the SAC, you are expected to actively participate in organizing, promoting, setting up before, and cleaning up after the events on the calendar.

**Specific responsibilities will vary from event to event but can include:**
- Booking an entertainer/speaker;
- Ordering food and beverages;
- Recruiting volunteers;
- Choosing and buying supplies;
- Setting up and breaking down the event;
- Working with staff to complete set up sheets and reserve rooms;
- Event promotion

**You will also:**
- Participate actively and help to promote student awareness of programming on campus.
- Participate in meetings of the Activities Committee.
- Participate in meetings, once a semester, of the Student Leadership Board to discuss leadership opportunities and coordinate the concerns and interests of the entire student body.

**Stipend**
Student Activity Committee members are paid a stipend of $800 per school year (paid every two weeks). You should expect to work approximately 10 hours a month on activities. At the end of each semester, all Student Activities Committee members will be reviewed, to assess their involvement, interest and demonstrated commitment to the programming.

**Application**
**DEADLINE: Monday, March 14th**

Apply using the online application (https://goo.gl/TBfC2b). If you have any questions, contact Nicole Dupree ndupree@pafa.edu.