9A EBOARD POSITIONS:

* President (2)
  + Official representatives of the club
  + Heads and coordinates all club initiatives
  + Directs communications with the University administration & organizations
  + Directs communications with external parties & organizations
  + Determines schedule/agenda for meetings
* Vice President (1)
  + Assists the Presidents in coordinating club initiatives, determining agenda & leading meetings, and other responsibilities
  + Assumes Presidential authority when necessary/in the absence of presidents
  + Oversees general Executive board activities
* Treasurer (1)
  + Keeps account of club budget & funds
  + Works with Presidential board to determine optimal method to fund club expenditures
  + Communicates with the University on matters of funding
  + Devise and execute fundraising plans for the club
* Secretary (1)
  + Works with PR and other involved individuals to schedule/organize events
  + Works with Presidential board to schedule meetings
  + Oversees general club calendar & agenda
  + Helps facilitate & record/take notes in meetings
* Public Relations & Events Coordinator (1)
  + Works with Presidential board to reach out to other internal/external organizations for event collaboration
  + Works with Secretary to coordinate/schedule events
  + Works with Digital Content to oversee club’s online presence
  + Devises outreach plan to recruit/retain membership & student body interest in the club
  + Co-Develop Event plans/outlines and aid in executing events;
* Digital Content Manager (1)
  + Maintaining and Managing Content for the club website
  + Collaborating with the Executive board for the content for Newsletters and Social Media Outreach
  + Collaborating with PR/Marketing Manager to organize and launch campaigns