Illinois State Student Anthropologist Association- SAA

Position title:
   President of the Executive Board/ISU NASA Delegate

Reports to: Faculty/Staff Advisor
Elected by: Assumed by out-going President-Elect
Term: 1 academic year starting at Rites of Passage
Level: Lead Officer

Summary
   As leader of the association it is the duty of the President to both oversee the executive board actions as well as act as the chief representative of the student’s within the department. With efforts toward exhibiting leadership and professionalism the position holder must be adept with current issues, developmental ideas, and regular operations of the Executive Board.

Qualifications:
- Student of Illinois State University
- Anthropology undergraduate/ graduate student
- At least 1 semester of experience with ISSAA
- Plan to be enrolled within the university for a full academic year
- Must be in good academic and disciplinary standing with the University
- Have the ability to attend no less than 2/3rds of the bimonthly general and Executive Board meetings

Primary responsibilities
   I. Arrange and preside over weekly Executive Board Meetings
   II. Arrange and preside over bimonthly general meetings
   III. Set the agenda for the Executive Board
   IV. Adhere to the Constitution and the Mission Statement
   V. Communicate with advisor and Department Chair
   VI. Supervise the Board’s activities and progress
   VII. Oversee the creation of the Semester Bylaws
   VIII. Commission committees
   IX. Act as student representative to the faculty/staff
   X. Act as the National Association of Student Anthropologists (NASA) representative for Illinois State University
   XI. Hold 2 office hours a week