



Community Service and Relations Coordinator Application Spring 2019

If you are interested in running for ASLC Community Service and Relations Committee Coordinator for the Spring 2019 semester, please review the following position descriptions and responsibilities and fill out the application and signature petition forms.

QUALIFICATIONS FOR CABINET CANDIDACY

- Discuss the goals and objectives of the Cabinet and Senate prior to the start of each semester.
- Attend the weekly ASLC Cabinet and Senate meetings, which take place from 5-6pm and 7-9pm, respectively, on Thursdays.
- Attend and participate in sessions with the College's Executive Council and/or Operations Council when called.
- Act on behalf of the student body when special cases arise.
- Report Cabinet updates to the Senate and student body.
- Hold regular office hours in the ASLC office.
- Attend and participate in the leadership training programs offered by the College prior to the beginning of each semester.
- Be a full-time undergraduate student at Lewis & Clark College in good academic standing.

(This list is not comprehensive, and it is intended to act as a broad summary for ASLC Cabinet duties.)

ELECTION TIMELINE

- CSRC Candidate Application Deadline
Tuesday, November 27th at 5:00pm
- CSRC Candidates present to Senate and Senate votes on candidates
Thursday, November 29th at 7:00pm

POSITION DESCRIPTION

Community Service and Relations Coordinator – The Community Service and Relations Coordinator is expected to attend weekly meetings of the ASLC Senate (as a non-voting member) and ASLC Cabinet (as a voting member). The CSRC is the head of the Community Service & Relations Committee, which functions in a variety of capacities, including publicizing all ASLC activities and decisions to the student body. They do so through social media, posters, and any other communication tools they have at their disposal. The CSRC is also in charge of managing the dispersion of The New York Times throughout campus and working with members of the Collins View Neighborhood Association to foster relationships with members of our community. In addition, the CSRC acts as the lead of fundraising for Pioneers for Pioneers and awards Student Storage Subsidies. Lastly, the CSRC will be responsible for ensuring community service opportunities are available on campus. This position works on average 12-15 hours a week and is given a stipend of \$1,000 a semester.

Candidates for the Office of Community Service and Relations Coordinator must have served for at least one semester on the Community Service & Relations Committee by the time they assume office as Community Service & Relations Coordinator and must obtain signatures from fifty (50) current Lewis & Clark College of Arts & Sciences students in order to validate their application.

For specific information about the Cabinet, Senate, or other Offices please consult the Governing Documents of the Associated Students of Lewis & Clark at aslclark.org/governing-documents.

In addition to submitting your Community Service and Relations Coordinator candidate application and signature petition, you must provide answers to the candidate questions and a photo via email to elections@lclark.edu by **November 27th at 5pm.**

Candidate Questions:

Answer the following three questions and e-mail a Word Document or share via Google Drive to elections@lclark.edu. Your statement will be published in the ASLC Voters Pamphlet (to be distributed to members of Senate) exactly how it is submitted—double check your spelling and grammar. Maximum of 400 words for each.

1. Outline your relevant experience.
2. Present your campaign statement. Identify goals for your term and reasons for running.
3. If elected, what specific action(s) will you take to accomplish the goals you have outlined in your campaign statement?

Photo:

E-mail a photo of yourself (and only yourself) to elections@lclark.edu. This picture will appear in the ASLC Voters Pamphlet and will be available to members of Senate along with your Candidate Statement.

Cabinet Candidate Signature Petition | Spring 2019

I, _____ am running for the position of Community Service and Relations Committee Coordinator. The ASLC Constitution requires that I obtain the Names and Signatures of of fifty (50) current students.

Name

Signature

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