



AISES National Student Representative Roles & Responsibilities

The following are areas of responsibility that the National Student Representatives will assume with their position: *

1. Serve as liaison to Regional Representatives
2. Communicate with Regional Representatives
 - Participate in regularly scheduled meetings
 - Be available and responsive by email to AISES Staff (maintain reliable email address)
 - Consistently monitor and respond to emails that are sent to the national AISES email address
3. Communicate with the AISES National Office
 - Participate in regularly scheduled meetings
 - Be available and responsive by email to AISES Staff (maintain reliable email address)
 - Report any technical issues related to the national AISES email address
4. Serve on the AISES Board of Directors (non-voting member)
 - Participate in regularly scheduled meetings
 - Prepare and present Student Representative Report for each meeting
 - Be available and responsive by email to AISES Staff (maintain reliable email address)
 - Present at and attend Board meetings as appropriate
5. Disseminate and collect information
 - Maintain current social media accounts and listserv of regional representatives to utilize for:
 - Distribution of announcements
 - National Conference
 - AISES scholarships
 - AISES internships
 - Other national announcements or opportunities
 - Collect information from Regions
 - Chapter reports
 - Chapter and Regional program announcements
 - Chapter updates
6. Ensure Regional compliance with AISES requirements
 - Membership
 - Reporting - general
 - Annual chapter reports and chapter updates

7. Set goals for growth

Outreach

Mentoring

Networking

Fundraising

** These are general areas of responsibility. The in-depth roles and responsibilities of AISES Student Representative are more completely outlined in the AISES Student Representative Handbook.*