

Student Diversity Council Representative

The Student Diversity Council Representative will serve as the president/chairperson of the Student Diversity Council as well as a member of ASWPC Student Government in order to act as a liaison between the two organizations. This is an appointed position and the candidates will go through an interview process before selection occurs. The Student Diversity Council Representative, will act as the point person for all Student Multicultural Organizations and representation for those organizations in both the Student Diversity Council and Student Government. This student will be expected to hold at least six office hours per week in the office of the Student Diversity Council and, because this position will serve actively on both Student Government and the Student Diversity Council, the student in this position will primarily report to the Diversity and Community Life Coordinator, but will also report to the ASWPC Student Government advisor as needed. This position will be interviewed and appointed by the Office of Diversity and Community Life and compensated in stipend form of \$2,100 per year (\$1,050 per semester) and split evenly into 8 months.

SMC Manager

The Student Multicultural Center (SMC) Manager will oversee the space known as the Student Multicultural Center located in the SUB and serve as an active member of the Student Diversity Council. This student will be responsible for scheduling the use of the SMC for all office hours, meetings & events and keeping an updated master calendar in the SMC. They will also keep an inventory of all resource library materials, maintain organized filing systems and equitable use of space, and keep the SMC clean and well stocked with supplies and resources. Finally, this student must schedule and hold at least 6 office hours per week in the SMC.

The SMC Manager is an elected position and each candidate must be prepared to attend all election related events and prepare a speech for election chapel in March. This position is compensated in a stipend form of \$2,100 per year (\$1,050 per semester and split into 8 months) and reports to the Diversity and Community Life Coordinator.

Marketing Manager

The Marketing Manager for the Student Diversity council will oversee marketing of all events and happenings for the Student Diversity Council and assist in marketing for Student Multicultural Organization events. They will also serve as an active member of the Student Diversity Council. This student will be responsible for collaborating with the Student Diversity Council, Student Multicultural Organizations, other Student Leadership Organizations, the Warner Pacific Marketing department, the Warner Pacific student body, and external community partners in promoting the events put on by Student Diversity Council and Student Multicultural Organizations. This will include creation, display and distribution of fliers and posters, networking through social media and email, consistent communication with ASWPC and CAB, and recruiting volunteers to help market events. Finally, this student must schedule and hold at least 6 office hours per week in the SMC.

The Marketing Manager is an appointed position and will be interviewed by a committee prior to hiring. This position is compensated in a stipend form of \$2,100 per year (\$1,050 per semester and split into 8 months) and reports to the Diversity and Community Life Coordinator.

Research & Financial Manager

The Research & Financial Manager will oversee budgetary needs for the Student Diversity Council and the filing of financial information for the Student Multicultural Organizations, and will serve as an active member of the Student Diversity Council. This student will be responsible for collaborating with the Student Diversity Council in the formation of budget requests and preparing them for submission to ASWPC Student Government, tracking all Student Diversity Council spending, updating all Student Multicultural Center financial spreadsheets and files for the Student Diversity Council and Student Multicultural Organizations, and taking detailed notes documenting each Student Diversity Council meeting. This student will also be responsible for necessary research for the Diversity Council in regards to the issues that the Council is engaging. This will keep the Council knowledgeable and up to date in current events and understanding. Finally, this student must schedule and hold at least 6 office hours per week in the SMC.

The Research & Financial Manager is an appointed position and will be interviewed by a committee prior to hiring. This position is compensated in a stipend form of \$2,100 per year (\$1,050 per semester and split into 8 months) and reports to the Diversity and Community Life Coordinator.