May 2024

Hi all EEB students!

With the academic year coming to an end, it's time to pass on the torch of EEB ISO leadership. Please nominate yourself or someone else by emailing me (<u>maria.h.m_1995@tamu.edu</u>). The deadline is Friday, May 3rd. If we receive more than one nomination for a position, then we will conduct anonymous elections for those positions. Below is the list of positions and the general responsibilities.

EEB ISO president/Chief Student Leader

- Organize and lead EEB ISO meetings.
- Attend executive committee meetings and participate in required votes. Report back to EEB ISO non-confidential information from the meetings.
- Lead and apply to fundraising activities.
- Maintain the "Recognized" status of student organizations by completing online training, revising the Constitution as needed, and submitting necessary forms.
- Organize the selection process for the next EEB ISO leadership.

Treasurer

- Organize payments for EEB ISO events.
- Make deposits for funds collected during fundraising activities such as T-shirt sales and the silent auction at the crawfish boil.
- Maintain the "Recognized" status of student organizations by completing online training, revising the Constitution as needed, and submitting necessary forms.

Events Chair

- Lead the organization of the events including camping trips, the Crawfish Boil, Fall Picnic, and EEB mentor/mentee program for incoming students.
- Organize social gatherings within the EEB community such as happy hours.
- Keep EEB social media up to date.

Outreach Chair

• Organize and recruit volunteers for outreach events including Brazos Museum of Natural History events (Booneville Days, Wish Upon a Butterfly, etc.), WISE

Expanding Your Horizons, and educational opportunities for local schools. Form new collaborations with local organizations including Lick Creek Park.

• Set up and participate in the Darwin Day committee for the year.

Seminar Representative

- Work with the seminar chair/committee and the program coordinator to communicate student perspectives or concerns about seminar.
- Report seminar news to the EEB ISO leadership, and help with the organization of seminars such as pizza lunches, attendance, seminar invites, etc.

If you are interested in a position and have any questions, please reach out to me!