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.