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 (maintain reliable email address)

3. Communicate with AISES Headquarters
   - Participate in regularly scheduled meetings
   - Be available and responsive by email (maintain reliable 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 (maintain reliable email address)
   - Present at and attend Board meetings as appropriate

5. Disseminate and collect information
   - Maintain current listserv of regional representatives and 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 Headquarters 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.*