



## **COMMUNITY DEVELOPMENT SPIRIT AND TRADITION CHAIR**

### ***Community Development***

#### ***Appendix 32***

#### **I. General Information**

- A. To serve the undergraduate student body by enriching the lives of the student body and increasing community involvement.
- B. Supervised by the Community Development Vice President.

#### **II. Essential Responsibility**

- A. To plan and organize services and events which meet the needs of students and further develop the spirit and traditions of the Santa Clara community.

#### **III. Specific Responsibilities**

- A. Assist in the planning of all ASGSCU sponsored events promoting school spirit including, but not limited to Bronco Week.
- B. Coordinate services and events with campus organizations which have a vested interest in spirit and tradition, such as the Alumni Association, Athletics Department, Ruff Riders, Into the Wild and Activities Programming Board.
- C. Attend special events, community forums, seminars, ASGSCU Senate meetings, and retreats as deemed necessary by the Community Development Vice President.
- D. Maintain binder including contracts, expenses, event and program information, and contacts.

#### **IV. Qualifications**

- A. Must be currently enrolled in at least one course as an undergraduate student at SCU.
- B. Must be in good academic and behavioral standing with the University (e.g., minimum cumulative 2.0 GPA and not on any type of probation as defined in the Undergraduate Bulletin, etc.).

#### **V. Appointment**

- A. Appointed to a one year term of office by the Community Development Vice President in consultation with the Student Body President and Student Body Vice President and confirmed by the Student Senate.
- B. Transition begins mid-Spring Quarter with outgoing Spirit and Tradition Chair.

#### **VI. Time Requirements**

- A. Meet 1 hour bi-monthly with the Community Development Vice President.
- B. Meet weekly with Community Development.
- C. Attend all Community Development events and programs.
- D. Meet one hour weekly with other Spirit and Tradition Chair.
- E. Hold one office hour per week.
- F. Meet quarterly with Alumni Association Director for Student Programs.
- G. Meet quarterly with Ruff Riders Executive Director.
- H. Attend quarterly ASGSCU retreat.
- I. Participate in all transition activities enumerated in the ASGSCU Bylaws.
- J. Estimated hours per week: 5-10 hours.