

SOCIOLOGY STUDENTS' ASSOCIATION



2016-2017 Sociology Students' Association Job Descriptions

POSITION: Vice President - Social

RESPONSIBILITIES:

- Mentoring Program
- T-shirt/hoodies coordination
- Service projects (i.e. handing out free hot chocolate)
 - Suggest ideas at meetings
 - Create task lists for other executives
 - Oversee implementation of these event(s)
- Bi-weekly office hours to answer questions/connect with students (once every 4 weeks)

JOB-SPECIFIC TIMELINE:

- **Summer:** Develop Mentoring Program with Senior/Junior Undergraduates (with assistance of Co-Presidents)
- **August-September:** Organize production of T-shirts and hoodies
- **September-April:** Assist with SSA's events throughout the year
- **September-April:** Attend bi-weekly committee meetings
- **September-April:** Organizing service projects throughout the year
- **September-April:** Hold Bi-Weekly office hours