

President

Summary of position

Serves as the chief executive officer and official representative of the campus GSA. Acts as primary point of contact between the GSA Council and campus administration, alumni association, and other campus organizations. Advocates for graduate student needs and interests.

Stipend

\$2300 per quarter for three quarters, per hour pay for summer work

Email

gsa_pres@ucsc.edu

Workload

Summer:

Coordinate and facilitate E-Board retreat: 15 hours

Attend new graduate student orientation and bring promo material: 5 hours (Though not required, you may be asked to MC)

UC Council of Presidents retreat before the fall quarter begins, all day Saturday and Sunday (~15 hours)

Per quarter:

Attend GSA Council meetings: 4 meetings (6-8 hours)

Attend E-Board meetings: 4 meetings (6-8 hours)

Coordinate E-Board meetings: 4 meeting (4 hours)

Attend UC COP (Council of Presidents) meetings: quarterly plus travel (9 hours)

Attend Academic Senate meetings: quarterly (2 hours)

Meetings with administration: 3-4 meetings (4-5 hours)

Additional GSA events and advocacy: 15 hours

Additional meeting agenda prep, policy implementation, writing and communication: 25 hours

Graduate Student Commons Board meetings: 3 meetings (6 hours)

Police Chief Advisory Board meetings: quarterly (2 hours in addition to standard workload) - *can be delegated, receives additional stipend*

Grad Council meetings: 5 meetings (10 hours in addition to standard workload) - *can be delegated, receives additional stipend*

Approximate workload total: 80 hours/quarter (~8 hours per week)

Responsibilities

- Attend transition meeting (spring of previous year)
- Organize a beginning of the year retreat for the incoming Executive Board (summer/beginning of fall)
- Coordinate at least 3-4 E-Board meetings per quarter
- Serve as leader to the GSA E-board and provide guidance, solidarity
- Ensure that E-Board members have the resources to do their jobs
- Develop GSA E-board goals and advocacy points for the year
- Implement various policies and decisions made by the GSA Council, and make recommendations to the Council for necessary actions
- Maintain regular communication with SUA president, Dean of Students, Grad Division, CP/EVC and other campus administrators, including creating the agenda for and attending quarterly meetings.
- Serving on the Gradlab committee alongside the GSC president (can be delegated), receives additional stipend
- Serve as the campus graduate representative to the UC Council of Presidents
- Represent the GSA at the following meetings:
 - Internal: GSA Council meetings, E-board meetings, Power and Privilege Training
 - Academic Senate - once per quarter; special forums are optional
 - UC Council of the Presidents meetings - once per quarter
 - Grad Division Dean and Assistant Dean - quarterly
 - Chancellor and EVC - quarterly
 - Graduate Council - every other Thursday for two hours, receives additional stipend
 - Alumni Association meetings - bi-annual
 - Police Chief Advisory Board - once per quarter, receives additional stipend
 - GSC board meetings - once per month
- Act as a liaison with campus community
- Help formulate GSA statements, petitions, etc.