



APPLICATION and PETITION FOR VICE PRESIDENT OF DIVERSITY AFFAIRS

JOB DESCRIPTION and QUALIFICATIONS

Wages: 8.15/hour

Hours per week: 12

Responsibilities:

- a. Serve as chief SGA officer and advisor on student diversity. Diversity may manifest in the following forms (see Messiah College's Diversity Strategic Plan for more clarity):
 - i. Multicultural
 - ii. Intercultural
 - iii. Religious and Spiritual
 - iv. Racial
 - v. Gender
 - vi. Sexual Orientation
- b. Connect with special interest groups on campus to promote awareness of issues on campus.
- c. Serve as a SGA representative on the SGA Grant Committee, as described in Appendix D.
- d. Serve as a student representative on the Diversity Committee.
- e. Serve as student representative on the Martin Luther King Jr. Committee
- f. Find a student representative for committees that branch from Diversity Committee. Those student representatives will report to the VP of Diversity Affairs, who shall then report to the Student Body President.
- g. Continue to develop other means of educating the community about campus and world issues.
- h. Serve as a member of the Student Body President's Cabinet and Student Senate. Attendance is mandatory.
- i. Serve on the SGA Academic Affairs Committee. Assist the chairs of the committees in developing agendas and conducting committee business.
- j. Collaborate with the Director of Multicultural Council to coordinate and recruit for the election process.

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DUE: March 4, 2016

- k. Attend leadership training and development sessions such as the Leadership Retreat (see Appendix C).
- l. Meet biweekly with the Director of Multicultural Programs, the Special Assistant to the President and Provost of Diversity Affairs, and the Chair of Multicultural Council.
- m. Serve as a member of Multicultural Council
- n. Work with the Chair of Multicultural Council to coordinate and execute the welcome event for first year students in August and the MLK Jr. Student Celebration in January.
- o. Prepare an end-of-year report in the spring for the new Vice President of Diversity Affairs and the outgoing Student Body President.

Candidate Qualifications:

- NOT be on academic, chapel, or disciplinary probation the semester before or semesters during term in office.
- Be in at least second semester at Messiah College.
- Intend to hold office for both fall and spring semesters of the 2016-2017 academic year.

APPLICATION PROCEDURES for 2016

- Below is the application to run for **VICE PRESIDENT OF DIVERSITY AFFAIRS**. Please answer all questions in neat, legible handwriting or electronic type.
- In accordance with Section 5 of the SGA Governance Manual, the following timeline and procedures are to be followed for Student Body President's Cabinet elections and nominations:
 - APPLICATIONS/RESUMES DUE: **March 4, 2016**; please submit electronic materials to SGA@messiah.edu and print materials to Suite 3050/Larsen 202.
 - CAMPAIGNS for Student Body President/Vice President pairs may begin only when the Elections Coordinator confirms receipt of the pair's application. All campaign material must be removed within 24 hours of the end of the voting period and are subject to review by the Elections Coordinator.
 - POLLS WILL OPEN to the Student Body for the Student Body President/Vice President pairs on **March 22 at 9PM** and close on **March 24 at 9PM**.
 - Candidates for all other Cabinet positions will be notified of the names for President-elect and Vice President-elect within 24-hours polls closing.
 - The President-, Vice President-elect and the Cabinet Nominations Panel will receive all applications for Chair of the Peer Review Board, Vice President of Diversity Affairs, Vice President of Finance, Vice President of Organizations, and Executive Secretary within 48-hours of polls closing.
 - Interviews for the Chair of the Peer Review Board, Vice President of Diversity Affairs, Vice President of Finance, Vice President of

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Organizations, and Executive Secretary candidates will take place with the Student Body President, President-elect, Vice President-elect, current office holder, and SGA Advisor will be held from **April 4 to April 8.**

- The Cabinet Nominations Panel will make their recommendations to Student Senate for approval on **April 14, 2016.**

APPLICATION and PETITION

VICE PRESIDENT OF DIVERSITY AFFAIRS, 2016-2017

Answers to these questions will be used by SGA for advertising the campaign; however, these questions are meant to help candidates reflect on their character, calling and competencies as they apply to leadership at Messiah. Candidates may choose to submit their answers in a separate document. Please keep answers to 200 words.

NAME: Click to Enter Text

YEAR: Click to Enter Text

MAJOR: Click to Enter Text

NAME OF RUNNING MATE: Click to Enter Text

How long have you been involved in Multicultural Council or Multicultural Programs at Messiah College?

Click to Enter Text

What does diversity mean to you?

Click to Enter Text

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**How would you advocate for underrepresented students?
Click to Enter Text**

**What are some changes that you would like to see on Messiah College's campus in regards to diversity?
Click to Enter Text**

Please attach your resume to this application. A recommendation from the Office of Multicultural Programs is required to run for this position. Please attach to this application along with your resume.