

Vice President for Programming

The Vice President for Programming is responsible for coordinating events for GAPSA. This includes events for the entirety of GAPSA as well as for the internal team building of the GAPSA Executive Board. The primary duty revolves around organizing five groups of events that GAPSA holds every year (the President's Reception, socials, Family Bowling Nights, Student Appreciation Week, and orientations for incoming students).

Position Responsibilities:

- Plan GAPSA socials with the venues.
- Plan GAPSA Family Nights with the bowling alleys.
- Plan the annual Student Appreciation Week with the College Councils.
- Plan the annual President's Reception with the GAPSA Executive Board.
- Coordinate team building activities with the GAPSA Executive Board.
- Serve as a liaison to Student Unions & Activities Programming.
- Serve as a liaison to sponsors for events.
- Coordinate the expenses of all events with the Vice President for Finance.
- Initiate new programming.
- Attend and run all GAPSA social events.
- Purchase food for meetings.
- Attend (or coordinate Executive Board member attendance) all orientations for graduate and professional schools.
- Serve as the Chair of the GAPSA Programming Committee.
- Attend all Executive Board and Assembly meetings.
- Provide monthly reports to the Assembly and the Executive Board.
- Hold at least one scheduled office hour per week.
- Serve on various University committees as assigned by the GAPSA President.

Annual stipend: \$3000

Estimated time commitment: 10 to 15 hours per week; more time during the preparation stages of the events (summer term and the end of fall semester) and during the weeks of the events.