Residence Halls Association Student Government
Directorship Information

All students returning to the residence halls next fall, here is your opportunity to become more involved in residence life and gain valuable leadership skills. Directorships are open to all students who intend to live in the residence halls for the 2008-2009 academic year. Below is a brief description of several of the available positions. However, we are not limited to those positions. If you feel there is a need for another position, we encourage you to describe it to us.

Finance: Maintains the financial budget of RHA. Keeps the books and SOA authorization card for RHA. Writes check requests and authorizes reimbursements. Performs audits of the center’s financial records each year and has the authority to perform spontaneous audits of any center if necessary. *Excellent position for a finance or accounting major as well as individuals who have experience with book keeping.*

Student Services: Coordinates all RHA fundraising. Advertise RHA Student Services scholarships. Organize and be an active member of a scholarship selection committee to award all RHA Student Service funded scholarships and grants. Maintain a good working relationship with vendors and maintain communication with them. Renegotiate contracts with vendors and renew when necessary. Seek vendors and services that have a demonstrated interest among students. *This positions is suitable for someone who is interested in working on the business side of RHA.*

Executive Assistant: Provides assistance at meetings and with daily tasks. Take minutes during General Assembly, Executive Board, and Funding Board meetings. Post minutes online after meetings. Maintains the RHA office, including ordering supplies and assists with cleaning. Collects information and articles on RHA from the IDS and other resources. Regularly check RHA email and voicemail messages. *This is a good position for someone who wants to be generally involved without the stress of planning programs or interacting with numerous groups.*

Philanthropy: The director of philanthropy will be in direct communication with the VP of Programming as well as center level philanthropy directors to plan philanthropic events. The director also works with local charities and not-for-profit organizations to provide students living in the residence halls the opportunity to participate in volunteer work in the Bloomington community.

Environmentalism: Responsible for various projects concerning environmentalism. Works to distribute and sell the “Go Green” bottles sold in the book store. Chairperson of the environmentalism committee made up of the directors of environmentalism from the 11 residence halls. Makes sure recycling and other in center programs are being run properly.

National Communication Coordinator: Is the contact person for other RHA organizations to reach IU RHA. Receives information about local, regional and national conferences which RHA has been invited to attend. Is expected to attend regularly scheduled executive and General Assembly meetings.