

DETAILS ABOUT CLASS OFFICE POSITIONS

CLASS SPIRIT COORDINATOR

SPECIAL APPOINTMENT - THERE IS NO CAMPAIGNING FOR THIS POSITION (AS OF 2021)

STUDENTS INTERESTED IN THIS POSITION MUST STILL TURN IN A COMPLETED APPLICATION.

- Must attend all Overall meetings, as well as any class and committee meetings of which they are a member
- Work with the Executive Vice President to organize and execute spirit activities on campus (spirit weeks, pep rallies, hallway decor contests, and other social events)
- Senior Class Spirit Coordinator will serve as the chairperson of the Spirit Committee; all other class's Spirit Coordinators will be cooperative members of the Spirit Committee and report to the chairperson
- Lead class-specific spirit activities; incentivize your class to win the "Spirit Stick"

CLASS PRESIDENT

- Must attend all Overall meetings, as well as any class and committee meetings of which they are a member
- Senior Class President must present the Senior Gift at the graduation ceremony, organize future class reunions, and serve as the chairperson of the Strength Committee
- Must preside over the business meetings of his/her class.
- Must learn to use Parliamentary procedure to run an effective meeting.
- Must vote only on matters of class business on which the vote is equally divided.
- To call class meetings when necessary with the consent of the class advisor.

CLASS VICE PRESIDENT

- Must attend all Overall meetings, as well as any class and committee meetings of which they are a member
- Must take the duties of the Class President in their absence
- Senior Class Vice President will serve as the chairperson of the Service Committee.
- Serve as a consultant to class committee chairpersons and members.

CLASS SECRETARY

- Must attend all Overall meetings, as well as any class and committee meetings of which they are a member
- Senior Class Secretaries serve as the chairperson of the Interclub Communications Committee
- Must take minutes of all official class meetings.
- Handle correspondence for their class.
- Keep a written record of all activities of the class, and present report to Executive Board at monthly meetings
- Maintain accurate records of attendance at class meetings and activities.

CLASS TREASURER

- Must attend all Overall meetings, as well as any class or committee meetings of which they are a member.
- Senior Class Treasurers serve as the chairperson of the Senior Gift and Activities Committee
- Create a Class-Specific budget with the assistance of the Executive Treasurer
- Calculate and maintain accurate records of financial transactions within each class as money is spent or received
- Serve as the main point of contact for class-specific fundraisers