



Student Government Association Homecoming Chairperson Description

I. Chairperson Overview

A Chairperson of The Homecoming Committee have established themselves as organized and is seeking this opportunity to further their potential and gain critical experience. Every year there is a few times when the university comes together. Homecoming is one of these times. As Chair you will provide your experiences to build a tight, well organized committee working with: students, Greek community, campus departments, the City of Saint Joseph, and others of the Western family. The Chairperson is critical in all facets of planning, implementation, and the success of Western's Homecoming.

II. Function

Western's Homecoming Chairperson will work directly with the Center for Student Engagement Interns and one chair will report on progress to SGA Senate. CSE will be responsible for recruiting and screening members for committees where the chair is involved in the selection of individuals to the committees. Committees will be involved in gathering volunteers to help support the success of homecoming. You are the chair of the student organizational committee that oversees all aspects of homecoming.

III. Duties & Responsibilities

- A. *Ambassador* of Missouri Western State University
- B. Meetings during the Spring will be determined by the CSE Director and Chairperson
- C. *Present and active at the Homecoming Committee retreat*
- D. Expect to meet weekly in the fall leading up to Homecoming
- E. During the week of homecoming expect 6 hour days, late nights, and 100% commitment to fulfill the position.
- F. Communicate on a regular and often basis with committee members
- G. Communicate on a regular and often basis with West Campus, Athletics, Alumni Association, Music Department and City of Saint Joseph.
- H. Presentation to University officials maybe needed

IV. Terms & Conditions

A. Compensation

A scholarship of \$750.00 USD will be applied to your full-time student account. You may also ask your academic department to use your Chairperson position as internship/applied credit.

B. Events

It is imperative you are present and participating at events. You are expected to work with CSE interns, committee members, insuring goals, and other items are being accomplished.

C. Absences and Tardiness

During your involvement you are expect to be punctual and being courteous to fellow committee members. Absences are not expected but if needed must be discussed.

D. Conduct

You will be held to the student handbook and codes of conduct.