

PASC REGION REPRESENTATIVE JOB DESCRIPTION

- The student should donate whatever time is necessary to faithfully carry out the duties of his/her office. Attendance at PASC events or meetings is expected to have priority over all other activities.
- The Region Rep. must have open lines of communication with his/her Region director. This includes face to face meetings, email and phone conversations about Region details, newsletters, transportation, finance issues and general concerns prior to contacting executive director. (When possible.)
- The Region Rep. is responsible for providing information about all PASC activities before they occur to His/her advisor and other school personnel. A follow-up report should also be given to both advisor and principal after the event
- Attend and actively participate in all state Executive Board meetings.
- Be engaged with PASC activities and remain informed by asking questions and requesting information.
- Be alert to the ideas, needs, and problems of the association. Introduce new ideas for projects at the state board meetings.
- Be an example of good citizenship at all activities. Be an inspiration to all.
- Be prepared to give carefully organized reports at all executive board meetings.
- Present workshops at all regional, state, and national conferences they attend
- Each Regional Representative will be expected to contact member schools within their region to obtain the name of the Student Council President, and remaining in contact with them through the use of Facebook, email, Twitter, Google docs or any established online resource.
- Be the official representative and spokesperson of PASC in their Region, along with their Regional Director. Promote the mission and purpose of PASC and present a positive PASC image in all related activities and communicate all related activities to member schools. The regional representative is expected to be an informative agent within his/her region on PASC, thereby increasing the knowledge about PASC and its projects.
- Co-chair a committee of the PASC Executive Board and serve on other Executive Board committees as assigned by the Executive Director
- Represent the association at state, regional, and national student council events when feasible.
- Communicate all significant region news and concerns to the PASC Executive Board.
- Work with their Region Director to promote and build their Region.
- Actively serve on their PASC Region Board
- Along with their Region Director, post and update information on the PASC Region Website and any section of the PASC website as needed, as well as social media accounts for their Region.
- Recruit new member schools from their Region to PASC
- Focus on networking with student members of PASC and especially assist new students in the organization.
- Ensure their Region is a strong, active participant in PASC programs.
- Fairly represent all member schools within their region.

- Write articles for the PASC Newsletter
- As a voting member of the PASC Executive Board, take responsibility for participating in making decisions about issues, policies, expenditure of funds, and other PASC matters.
- Act in the best interests of PASC and excuse themselves from discussions and votes where they have a conflict of interest.
- Work in good faith with other board members as partners in achievement of our goals.
- Self-evaluate and reflect on leadership and vision each year, and set annual goals for themselves each year.