

STUDENT VOLUNTEER ORGANIZATION

Article I. The name of this organization shall be _____.

Article II. This organization has two primary functions. One shall be to create a positive attitude about community service on our campus. The second shall be to create a placement system that will connect student and faculty volunteers with agencies in need of their help.

Article III. The goals of this organization will be as follows:

1. To each year provide the SCCC community with updated information about available local community service opportunities,
2. To maintain lists of volunteer opportunities, potential volunteers, and records of those who have or are volunteering,
3. To assist students in becoming volunteers and gaining "hands on" experience,
4. To each year consider, select, and execute fund raisers for selected causes and/or organizations,
5. To each semester identify for support a local agency and highlight its needs and services on campus,
6. To involve SGA, clubs and organizations in voluntary action and community service,
7. To provide counsel and support to people initiating community service projects,
8. To utilize SCCC and local media to develop positive images of community service, increase awareness of student voluntary activities, and to promote projects, and
9. To recognize and reward student volunteers.

Article IV. The planning and promotion of the committee is restricted to appointed members, however, its programming, opportunities and resources are open to all members of the SCCC community. Board members will be determined by the Executive Board of SGA.

Article V. The governing structure consists of a board of directors and any number of members, one of them being a columnist. The boards contains the following:

Chair	Program Director
Volunteer Coordinator	Public Relations Director
Treasurer	

Article VI. The duties of the officers are outlined below:

- A. Chair
 1. To call and preside over all meetings of the board and committee.
 2. To coordinate and oversee the successful execution of all activities.
- B. Program Director
 1. Attend all board and committee meetings.
 2. Responsible for the successful execution of special fund raising

projects.

- C. Volunteer Coordinator
 - 1. Attend all board and committee meetings.
 - 2. Responsible for the publication of the resource pamphlet each semester.
 - 3. Responsible for maintaining lists of volunteer opportunities, potential volunteers, and records of those who have or are volunteering.
 - 4. Responsible for matching a student representative with each organization cited in the pamphlet (the purpose of this contact is to provide each agency with an on-campus student representative).

- D. Public Relations Director
 - 1. Attend all board and committee meetings.
 - 2. Responsible for publicizing _____ and its programs.
 - a. Oversees a columnist and a column in The Binnekill
 - b. Responsible for maintaining contact with and utilizing SCCC and local media
 - c. Organizes on- campus publicity/awareness campaigns (e.g., posters and mailings)

- E. Treasurer
 - 1. Attend all board and committee meetings.
 - 2. To oversee the finances of the committee (e.g., determine costs of proposed events, manage committee funds, fiscal planning and assure that the committee is operating within its means).
 - 3. The treasurer acts as the organization's liaison to SGA's treasurer.

Article VIII.

The committee will be appointed in the fall term. Students interested in serving on the committee will identify themselves through SGA's willingness to serve process and will be appointed by SGA under advisement of graduating members of the board.

May, 1990