

Student Council Positions

Students will run for either a student council administrative chair position or a community service chair position. Once elected to be an administrative chair on student council, the four elected individuals will decide amongst themselves what position they wish to have from the four options. A student cannot run for multiple positions (i.e. cannot run for student council administrative chair and community service chair). We will be conducting two separate elections but at the same time.

Student Council Chair Positions Summary:

CHAIR OF COMMUNICATIONS

The Chair of Communications shall be responsible for conducting meetings, reviewing the agenda for monthly meetings, taking minutes at each meeting, posting them on the Student Council Commons site, conducting Big/Little Sibling matches, conducting the election for first year class representatives, and conducting the election for the Advancement Committee Representative. The Chair of Communications shall additionally be responsible for submitting class postings and Student Council Events to the Weekly Wire, running/maintaining the class Facebook page, making class announcements, managing the Student Council email inbox, and attending LCOM Communications Task Force meetings.

CHAIR OF FINANCE

The Chair of Finance shall work with Office of Medical Education to keep an accurate account of the annual budget for the fiscal year. The Chair of Finance will conduct the annual budget review meetings, collect all Student Interest Group (SIG) budget requests, update Student Council records in regard to budget, approve SIG budget adjustments, and sit on the Travel Awards committee during the 2nd year. The Chair of Finance shall be responsible for participation in the Student Advisory Council to Med Student Financial Services (SFS).

CHAIR OF STUDENT LEADERSHIP

The Chair of Student Leadership shall keep an accurate collection of SIGs on the Commons, be responsible for consulting Student Council on approval of new SIGs, ensure that SIGs are in compliance, and hold trainings for SIG leaders. The Chair of Student Leadership will coordinate with the Chair of Finance on approval of SIG budgets.

CHAIR OF STUDENT LIFE

The Chair of Student Life shall work with the Office of Medical Education to plan Student Council events and spearhead committee creation for major projects throughout the year, coordinate the annual winter driving course, and keep track of the student council calendar and upcoming responsibilities, overseeing their organization. The Chair of Student Life is responsible for the creation of major projects and class events throughout the school year.

CHAIR OF COMMUNITY SERVICE

The Chair of Community Service will take the lead in organizing community service events, coordinate one monthly community service event as well as being the point person for student involvement in the community. The Chair of Community Service will increase student involvement and communication about for Student Council community service events and SIG community service.

[Detailed Student Council position descriptions are provided in the Student Council Handbook...](#)