SERVICE VICE PRESIDENT

The role of the Utah State University Student Association (USUSA) Executive Council is to enhance the quality of student life through academics, student concerns, activities, public relations, athletics, clubs, organizations, extension, graduate, and legislative student representation.

Charter

USUSA Service Vice President hereafter referred to as the Service Vice President

I. Duties:
   1. Enhance the quality of student life through service.
   2. Be responsible for providing leadership and service opportunities for students and faculty by directing the USUSA-Val R. Christensen Service Center.
   3. Serve as a member of the USUSA Executive Council and the Programming Board.
   4. Have full authority to adopt or change any program or committee as service needs on campus or in the community arise.
   5. Coordinate service events and leadership trainings with Community Service Coordinator.
   6. Plan and carry out traditional campus-wide service projects including the Blood Battle, Sub for Santa's Stuff a Bus, Service Fairs and Service Week.
   7. Help organize an annual Service Project with all the universities in the state of Utah coordinating this effort through Utah Campus Compact.
   8. During the week of elections, the USUSA President will be the financial auditor for candidates running for that same position. In case of the officer re-running for the same position, a member of the elections committee will be the auditor.
   9. Officer will adhere to university, divisional and departmental fiscal policies and procedures.
   10. Officer will ensure that every member of their council or committee receive the opportunity to be QPR trained through an office sponsored training during the fall semester of the academic year.

II. Programs Sponsored:

   Oversee the Val R. Christensen Service Center, which is composed of student-led programs in the following issue areas:

   1. Health and Ability: Best Buddies, Special Olympics Teams, Special Olympic Games, Aggie Health, and Friends of the Elderly
   2. Youth and Education: Big Brothers Big Sisters, Aggies for Education, Aggie Translators
   4. Alternative Breaks: With Corresponding trip leaders

III. Committee Assignments:

   1. Student Activities Administrative Fee Committee—This committee is composed of all the members of the USUSA Executive Council. They meet to decide the allocation of student fees among the different groups associated with USUSA.
   2. Scheduling Committee—This committee schedules all the events of the upcoming year to assure that there are no conflicting events.
3. Selected Search Committee-This comes by assignment to help select a new administrator.
4. USUSA Ad Hoc Executive Council Committee Assignments-You will be placed on committees throughout the year to look more in depth into specific items.
5. Student Advisory Committee-This is a board made up of student representatives, chaired by the VP of Student Services.
6. Val R. Christensen Service Center Council (Chair)
   a. Service Center Core Council: This can be comprised of a Secretary, Outreach Chair, Marketing Chair, and Issue Area Coordinators.
   b. Program Directors over the student-led programs
7. Programming Board
8. Utah Campus Compact Student Advisory Council (can also appoint a Service Center Council member to fill this role).

IV. Time Expectations:
1. Officer will complete at least 2 hours daily in assigned office, for 10 hours a week unless approved by two SILC advisors and the USUSA Student Body President by 2/3 majority.
2. Officer will complete 1 info booth hour weekly.
3. Officer will respond to all assigned myVoice submissions weekly.
4. Officer will attend at least 1 SOAR open house in the summer months.

I hereby agree that I fully understand my charter and accept full responsibility for my duties as the USUSA Service Vice President.

Printed Name:____________________________

Signed:____________________________

Date:______________________