Director of Boards, Committees, and Elections:

- This position is responsible for the large number of committee invitations received by GPSA. Understandably, many facets of UNM seek graduate-level student input during decision-making and this role will require the Director to attend some of the committees.
- Maintain a database of all committee invitations received by GPSA, the GPSA President and various invitations received by other GPSA directors.
- Work with the President and Chief of Staff to decide which committees require GPSA attendance.
- The Director reports to the Chief of Staff and President. Both the President and Chief of Staff have ultimate control if they choose to attend a committee instead of the Director of Boards.
- Plan, coordinate, organize and execute GPSA general (Spring) and special elections (as needed)
- Administer the Elections Committee budget
- Assist Recognized Departmental Student Associations (RDSAs) with their elections, when invited
- Accept and verify candidate applications and eligibility with the Director of Student Activities
- Collaborate with UNM IT to create election ballots and result system
- Effectively promote elections using relevant media
- Distribute a written public report after every election
- Hold committee meetings at least one time per month during the Spring semester or as required in case of a special election
- Provide end of semester and annual written public report to the President
- Adhere to the Constitution and Bylaws in the execution of his/her responsibilities, power and duties
- Assemble and manage a committee of no fewer than 5 members
- Conduct him/herself in a manner that promotes public confidence in the integrity and impartiality of the election process and will not publicly support or campaign for any candidate
- Work in collaboration with the respective UNM offices for efficiency of the election process
- Hold voting membership on the E-Board
- Maintain scheduled office hours in the GPSA Office
- Must be accepted and enrolled in a graduate or professional program.
- Stipend is determined annually through the annual budget process or appropriation