

North Campus Liaison JOB DESCRIPTION

The primary responsibility of the North Campus Liaison is to advocate for and seek out health and wellness resources on and around campus and make them available to graduate and professional students. S/he will provide leadership to a committee of no fewer than five (5) appointed members and will hold one (1) vote on the Executive Board (E-Board). The Graduate Health Committee Chair will be a member of the GPSA in good standing and will report to the President and Chief of Staff.

RESPONSIBILITIES

- Organize and coordinate graduate health initiatives with North and Main campuses with intent on effecting health policy for graduate and professional students at UNM
- Meet with different departments on campus to foster collaborative efforts in promoting access to health and wellness by graduate and professional students
- Advertise the resources in health and wellness that are available to graduate and professional students
- Attend meetings and information sessions as requested by the President and Chief of Staff
- Provide end of semester and annual written public report to the President
- Adhere to the Constitution and Bylaws in the effective execution of his/her position

DUTIES/POWER

- Assemble and manage a committee comprised of no fewer than 5 members
- Work closely with other members of the E-Board to achieve greater impact
- Hold voting membership on the E-Board
- Increase outreach with eligible voting GPSA council members of North Campus (25 total)
- Maintain scheduled office hours in the GPSA Office (minimum of three hours per week)
- Meet with the President and Chief of Staff as invited

TERM

- Term of office is from the date of appointment until noon on the last day of the academic year. The term may otherwise end when a letter of resignation is submitted to the President or if the President wishes to rescind the appointment

STIPEND

- Stipend for the North Campus Liaison is determined annually through the annual budget process or appropriation