

Executive Board Elections for 2018-2019

Neuroscience Axis

Overview

Those who are interested in running for a position for the Executive Board of the 2018-2019 academic year will apply through the attached google form. Resumes of candidates are to be emailed to the current President of Neuroscience Axis, Jessica Prashad (jessica.prashad@stonybrook.edu). The purpose of the resumes are to help understand the experience and background of the applicants in order to determine their suitability for positions they are running for.

The deadline to submit the application and resume is **Wednesday, March 14th at 11:59pm**. All applicants will be sent a doodle poll for interview time slots for the following Wednesday (March 21st). The interview length will depend on the number of applicants for positions. Each applicant will be asked questions centered around their intentions for the positions they are running for, and how they hope to advance the goals and enact the mission of Neuroscience Axis in the next year.

All are welcome to apply. The people that will be highly considered for positions are those who attended Neuroscience Axis meetings and events consistently and those who demonstrate understanding of the mission of Neuroscience Axis. Listed below are the positions available for the new executive board, and the responsibilities of each position. Keep in mind that although these are specialized roles, all persons within the executive board are expected to demonstrate professionalism, communication skills, organization skills, and leadership skills.

All accepted executive board officials will be confirmed via email. New positions may be added if candidates are exceptionally close in qualifications for their positions. Those who are elected to be on next year's executive board will play an integral role in the execution of events during the remainder of the semester.

For any questions, feel free to email jessica.prashad@stonybrook.edu!

Positions

President

Coordinator of Neuroscience Axis as an organization. Integrated in everything associated with the organization, from event coordination to hosting opportunities for the campus community. Every coordinator/other eboard position relays information to the President, who delegates and makes decisions in partnership with Vice President. President needs to have the highest desire for growth and improvement of the club. This person needs to value discomfort as a driving force for positive change. Cannot be afraid to try new things and extend the reach and possibility of this organization.

Vice President

As the President delegates, the Vice President calls to action those who were delegated. This position's biggest asset is networking and communication skills. The VP is to actively check on all processes of the organization, making sure deadlines are met and weaknesses in the organization are diagnosed and improved. The VP is ultimately the overseer of the path towards the board's vision. The VP will also have an active role in decision-making alongside the President.

Treasurer

The Treasurer is responsible for the oversight of the organization's budget granted by the Undergraduate Student Government. This position requires an ongoing knowledge of how every event and action of the club maintains the mission of Neuroscience Axis, and how the use of the budget money helps further the organization's goals. Organization is key for this position, as it is extremely important to keep record of the organization's purchases and use of the budget throughout the year. The treasurer must demonstrate willingness to be aware of all rules and regulation associated with having a budget granted by the Undergraduate Student Government, and must not be afraid to reach out in order to clarify understanding when needed.

Secretary

The Secretary is responsible for the connection and communication between the executive board and the general body. This includes keeping organized and accurate records of discussions during executive board meetings, in order to maintain understanding between all executive board members. In regards to communication with general body members, the secretary is responsible for weekly emails highlighting events and meetings going on during the week. This position is also responsible for the

maintenance of the Neuroscience Axis Google Calendars, which is an organized method of maintaining information about general body meetings, outreach events, and more.

Director of Public Relations and Outreach

The Director of Public Relations and Outreach is responsible for the oversight of all advertising activities related to Neuroscience Axis. Organization and communication skills are key in this role, as the person within this position must be aware of deadlines and the activity of those they lead. This position must also have a good sense of communication with current and potential members, in order to advertise events and meetings properly and effectively. The Director of Public Relations and Outreach must also be able to maintain professionalism with staff and faculty in which we reach out to for help with advertising.

Public Relations Officer

The Public Relations Officer is responsible for the communication of the goals and activities for each Neuroscience Axis event to current and potential members. Those in this position must be able to convey information about events clearly and effectively. This position must also be aware of deadlines and responsibilities delegated by the Director of Public Relations and Outreach. The Public Relations Officer must also be able to maintain professionalism with staff and faculty in which we reach out to for help with advertising.