STUDENT RESOURCE CENTER GENERAL CO-MANAGER APPLICATION

Name:
Email Address:
Cell Phone Number:

REQUIREMENTS
The SRC General Manager must:
•Be receptive, adaptable, and a servant leader
•Be proficient with various software and operating systems
•Be a Hunter College Student registered in at least six credits and have a minimum 2.5 GPA

RESPONSIBILITIES
Include, but not limited to:
•Attending Tech-Fee Meeting
•Maintaining 2.5 GPA or higher
•Upholding fiduciary duties to Hunter College students
•Dedicating a minimum 20 hours to the SRC per week
•Promulgating open positions and present staff recommendations to Hiring & Firing Committee
•Preparing and submitting weekly written and/or verbal reports to the USG Vice President to be relayed to the USG Executive Board and Senate
•Collaborating with the USG Vice President, fellow managers, and staff in oversight of the general upkeep, efficiency, and progress of the SRC facility, staff, and services.
•Advertising SRC services to the student body

DOCUMENTS
Please attach your resume, Fall 13' class schedule, summer and fall availability to this application and return to the USG Office Room 121 located in the North Building no later than June 30, 2012. Or email to anapaola.white@hunterusg.org.

INTERVIEWS
Interviews for this position will be the month of July in the USG Office.

Please be genuine and thoughtful in your interview!
Best on all your endeavors!
Sincerely, USG