



ASB Executive positions and roles:

President – responsible for creating agenda with Executive Board before all school meetings, leading all school meetings and ensuring that all agenda items are addressed. Strong leadership role, must be comfortable leading a group of 25 of your peers, gaining input from all. Does not vote.

Vice President – stands in for any executive officer who may be absent. Acts as a leader on executive board by example and participation in ALL meetings. Must be comfortable with the responsibilities of all executive officer roles.

Secretary – takes the minutes for all meetings (both the Executive officers meetings, and the General ASB meetings). Must have legible penmanship or type 40 wpm. Must be detail oriented to get all important information into the minutes. Must also be confident to speak out in meetings to be sure minutes are accurate to what has been discussed. Prepares agenda for general meetings.

Treasurer – Signs off on forms for ASB spending with Lisa W (bookkeeper). Must be available during school hours to give spending approval signatures. Reconciles cash box and financial paperwork after ASB fundraisers. Provides monthly treasurers report to the general meeting.

GAC Representative – student representative on a council of adults from industry, who meet and discuss the current trends and future direction of Sno-Isle TECH. **This group meets on the third Wednesday morning of the month at 7AM.** The GAC Reps attend these meetings and acts as a student rep for the student body of the AM and PM session (there are two student reps, one from each session). This student will be responsible to communicate the goings on of the GAC to the student reps of the ASB, and to bring to the GAC any concerns of the ASB. This student is an acting liaison between these two groups. Applicants for this position will be interviewed by a panel of teachers and administration, and then appointed by the Director.

Social and Print Media Student Coordinator – manages and assists teachers and class reps with updating class FB pages, Instagram and Twitter accounts, as well as SISC website announcements. Works closely with Kayla Miller, Outreach and Marketing Coordinator, to design and plan memory book, and social media posts.

If you are in a program that requires a “school time” internship, consider serving the school in a different opportunity, such as class officer. To campaign for a position above, you must be able to make a full school year commitment to the ASB Executive position and attend all meetings.