

College Relations Director

Function

Serves as an appointed member of the state council with responsibility to assist and promote student chapter activities within the state. Works closely with SHRM's Student Program Manager in carrying out these responsibilities. Communicates state and SHRM goals and policies relative to student chapters and student membership to the chapters in the state.

Responsible To

The State Council Director

Responsibilities

1. Serves as a voting member of the state council and is expected to attend and participate in all meetings of the council.
2. Serves as a liaison between student chapters within the state and the state council.
3. Promotes the formation of new student chapters within the state by identifying potential sites and working with local professional chapters to develop these sites.
4. Serves as a communications link between student chapters and SHRM's Student Program Manager in disseminating information relative to student programs, scholarships, certification, student conferences, etc.
5. Encourages participation of student chapters in the Regional Student Conference on the state and/or regional level.
6. May coordinate a state student conference or promote student activities at professional conferences within the state, region or at the SHRM Annual Conference and Exposition.
7. Works with both faculty advisors and local professional chapter presidents to encourage student participation in local professional chapter meetings.
8. Encourages professional chapters and state council to offer assistance to student members through scholarship programs, internships, special student activities, or sponsorship at local, state, or national conference.
9. Encourages professional chapters and the state council to develop recognition programs for faculty advisors including, but not limited to, sponsorship at local, state, or SHRM conferences.
10. Provides guidance and direction to faculty advisors and chapter student liaison representative relative to organization of new chapters, integration of Student Merit Award Program into student chapter activities, and opportunities for integration of student and professional chapter goals.
11. Encourages student participation in SHRM publications (e.g., *Echoes*, SHRM Online) and in awards programs.

Requirements

1. Must be an SHRM member in good standing. HR Certification Institute certification (PHR, SPHR, GPHR) highly desirable.
2. Appointment is made by the state council director.
3. Should be able to visit student chapters throughout the state and attend state conference, if applicable.
4. Serves a one-year term beginning the first day of January and ending the last day of December. May be reappointed for two additional one-year terms for a total service of three years.