

FRIENDS OF GRAPHIC DESIGN STUDENT GROUP
DETAILED DESCRIPTIONS OF OFFICER POSITIONS & DUTIES, 2010-2011 SCHOOL YEAR



REQUIREMENTS OF ALL STUDENT OFFICERS:

- Attend regular meetings with Friends of Graphic Design student officers.
- Attend at least one meeting a month with all Friends of Graphic Design student members.
- Attend two SALP Leadership Training Sessions, one incoming and one outgoing.
- Regularly attend lectures and field trips.
- Participate in quarterly reviews of progress and quality of service. Review fellow officers and be subject to review by fellow officers and student group members by survey.
- Sign up for one green-room cleaning shift a month (thus once a week it will be cleaned).
- Remove old posters, organize magazines and books, recycle scraps, take out trash.
- Organize one workshop over the course of the school year. Coordinate with faculty or art/design professionals to come into PSU and offer a relevant workshop. Topics should be run by the rest of the group, and in the fall officers will sign up for what month their workshop will occur so as not to overlap too much. (Ideas include: silkscreening, bookbinding, photography, handmade type, calligraphy, zine making, etc.)

All incoming student officers will be expected to sign a contract agreeing to complete their duties. Should the officer be determined unfit, by vote of fellow students, to perform his or her duties, student will be removed from office and a replacement sought immediately. The remaining student officers will determine the best way to proceed: whether an election or an appointment. Sorry to get all official about it, but we're for real!

