

**Student Alumni Association**

*The Student Alumni Association (SAA) is a student-based organization within the Sacramento State Alumni Association (SSAA) which forges lifelong connections through distinctive student experiences and alumni engagement.*

**Leadership Title:** *President, Student Alumni Association*

**Compensation:** *\$800 stipend per semester, Sacramento State branded attire, and being part of a team that is dedicated to enhancing the Hornet experience, during and after college.*

**Time Commitment:** *3 -5 hours a week (schedule will be finalized with supervisor)*

**Leadership Position Description:** Under the direction of the Student and Recent Graduate Engagement Officer, the SAA President will be responsible for providing leadership to the Student Alumni Association leadership team and volunteers. In addition, the SAA President will support student experiences through distinctive programming and creative alumni engagement. The SAA President will be responsible for the following:

- Oversee SAA as a whole and act as the face of the organization
- Plan, schedule and attend all SAA Board meetings
- Act as the primary liaison and attend regular meetings with the SSAA staff
- Work closely with each Vice President to make sure that all events and activities are properly organized and executed on time
- Act as the “problem solver” for the organization
- Coordinate all room reservations (BOD meetings, kickoffs, other events)
- Ensure all SAA expenditure requests are submitted to SSAA staff
- Make an effort to get to know the SSAA Board of Directors
- Think strategically with the SAA Board and SSAA staff about ways to increase the visibility and impact of SAA and its programs
- Actively pursue opportunities to grow SAA membership and encourage current members to stay involved by renewing their membership
- Table at events such as Orientation to encourage students to join SAA

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**TO APPLY:** Complete our application at [https://sacstatealumni.formstack.com/forms/saa\\_nomination](https://sacstatealumni.formstack.com/forms/saa_nomination) and be sure to upload your most recent resume.

*Review of applications will begin October 6. Students will be contacted via email.*