



ALPHA PSI LAMBDA

NATIONAL, INC.  EST. 1985

National Office Volunteer Opportunities and Updates

Hello Familia,

The National Office is in need of your skills! We are looking to staff volunteers for the positions listed below:

National Committee

Terms through June 30, 2021

The National Committee is overseen by the Executive Vice President of the National Executive Board (NEB). These officers are responsible for specific focus on a variety of areas to support Fraternity operations.

- **National Historian**

Duties

- Receive, collect and preserve materials pertaining to the Fraternity's history, including founding information, important events, marketing materials and chapter milestones.
- Work with each chapter historian to ensure chapter history is maintained and the necessary information is added to the overall Fraternity history when appropriate.

- **Director of Health & Wellness *NEW***

Duties

- Create and implement programming and education to promote members' health and wellbeing.
- Provide resources and content related to health and wellness initiatives.
- Assist chapters in developing health and wellness activities and programs.

Regional Boards

Terms through June 30, 2021

- **Regional Directors**

Duties

- Oversee Chapter Directors and chapters in the region and provide coaching and assistance when needed.
- Assist and follow up with incidents and concerns in the region.
- Visit each chapter in the region at least once per year to assess the status of the chapter and provide recommendations.
- Provide status updates on the region to the Vice President of Undergraduate Affairs.

Openings

- All positions are currently filled, but applications will still be accepted for any possible openings that may occur.

- **Chapter Directors**

Duties

- Assist and advise the Chapter/Affiliate Chapter.
- Act as a liaison between the National Office and the chapter.



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- Communicate with the chapter two to three times per month.
- Provide coaching and mentoring to the chapter leadership.
- Review weekly general assembly minutes, direct questions and comments to the Chapter Executive Board.
- Attend 1 general assembly meeting per term in-person (if not virtually) within the first 6 weeks of the term.
- Attend 1 Chapter Executive Board meeting via conference call or in-person once per term.
- Provide monthly reports to assigned Regional Director.

Openings

- Region 1 includes Texas, California, Washington and Colorado
- Region 2 includes Missouri, Illinois and Indiana
- Region 3 includes Michigan, Ohio, Kentucky, Pennsylvania and New York
- Region 4 includes Tennessee, North Carolina, South Carolina, Virginia and Florida

Expansion Committees

Term for Spring 2021

We are currently accepting volunteers for Spring 2021 expansion committees.

Please complete this survey and submit an online National Office Volunteer Application in order to be eligible: <https://www.surveymonkey.com/r/PZFMLXZ>

Standing Committees

Volunteer term based on your availability and office need

- **Programming Committee** (under Director of Training & Development)

Duties

- Provide ideas and materials to support effective chapter academic, social, cultural and educational programming.
- Serve as a resource to chapters when planning events.

- **Diversity & Inclusion Committee** (under Director of Inclusion)

Duties

- Provide ideas and materials to support our diverse membership.
- Serve as a resource to chapters when planning events around diversity and inclusion.
- Create/coordinate learning opportunities for our members around diversity and inclusion.

- **Recruitment & Intake Committee** (under Vice President of Expansion)

Duties

- Assist in the development and execution of recruitment plans for membership growth.
- Assist chapters in the proper execution of the Membership Intake Process.

- **Sexual Assault Prevention & Resource Committee (SAPRC)** (under Director of Title IX)

Duties

- Research ways other organizations and institutions investigate and handle sexual assault within their respective organizations.
- Review and update investigation procedures to better address incidents.
- Collect resources in the area of sexual assault and harrasment to provide to membership.



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- Identify and implement training materials to share with chapters.
- Outline expectations for member reporting.

National Alumni Association (NAA) - Executive Alumni Board **Terms through June 30, 2021**

Each officer of the Executive Alumni Board is required to hold at least a Bachelor's degree and be in good standing. Official documentation must be submitted prior to taking office.

- **Director of Operations**

Duties

- Record meeting minutes and maintain Association records.
- Manage the budget of the Association.
- Preside at meetings in the absence of the Executive Director (VP of Alumni Affairs).

If you are interested, please complete the National Office Volunteer Application and then contact the Vice President of Alumni Affairs at alumni@alphasilambda.net.

Additional Opportunities

National Executive Board Assistants

Terms through June 30, 2021

Positions are established by each NEB officer based on project needs to complete administrative tasks.

- **Finance Assistant**

Duties

- Assisting with updating Quickbooks, supporting other finance activities.

National Foundation of Alpha Psi Lambda (NFAPL)

The Foundation is a separate nonprofit, tax-exempt, 501(c)(3) entity devoted to the educational advancement, leadership training, and character development of Latino students, and others, through various programs, scholarships, and support.

- We are currently soliciting candidates to serve on the Board of Trustees in a variety of positions. If you are interested, please email nationaloffice@alphasilambda.net for more details.

For more information about volunteering with the National Office, please visit
www.alphasilambda.net/volunteer.

National Office Volunteer Application link:

<https://docs.google.com/forms/d/1L9wxluGHOXbU1beAHS2iBUs59TITLJGrMO43MaHeHQE/e/dit?usp=sharing>

Please submit both the application and your resume when applying for the National Committee, Regional Boards, or National Alumni Association positions.