



## SGA EXECUTIVE COUNCIL QUALIFICATIONS

Students must meet the following requirements to be eligible to run for an office in the Student Government Association:

- A current Jefferson State Community College student
- 2.6 cumulative GPA
- Full-time student (12 semester hours) at Jefferson State Community College in the academic year following the election
- Be available for meetings during the summer semester
- Devote at least five hours a week to SGA activities as determined by the SGA advisor
- Attend SGA Student Executive Council and Student Senate meetings
- Be willing to travel to all campus and instructional sites of Jefferson State Community College
- Be a positive leader within the campus community

The following are the offices of the Student Government Association Executive Council:

President  
Vice-President, Jefferson Campus\*  
Vice-President, Shelby-Hoover Campus\*  
Vice-President, St. Clair-Pell City Site\*  
Vice-President, Chilton-Clanton Site\*  
Secretary/Treasurer  
Director of Activities  
Director of Communications

\*The vice president must be a student enrolled primarily at the campus he/she is representing.

Any student interested in running as an officer must meet the above requirements and complete the attached application. Completed applications should be returned to the SGA office. All qualified students will be notified of their approval to be a candidate and of campaigning dates by the Student Elections Committee.

Questions can be directed to the Student Elections Committee at [sga@jeffstateonline.com](mailto:sga@jeffstateonline.com) or (205) 812-2713.

## **SGA Executive Council Duties**

Further information about the duties of each officer may be found in the SGA Constitution and By-laws.

### President

- Presiding officer for the Student Government Association
- Represent the student body of Jefferson State Community College

### Vice-President, Jefferson

- Represent the students of the Jefferson Campus
- Assist the President in matters related to the Jefferson Campus

### Vice-President, Shelby-Hoover

- Represent the students of the Shelby-Hoover Campus
- Assist the President in matters related to the Shelby-Hoover Campus

### Vice-President, St. Clair-Pell City

- Represent the students of the St. Clair-Pell City Site
- Assist the President in matters related to the St. Clair-Pell City Site

### Vice-President, Chilton-Clanton

- Represent the students of the Chilton-Clanton Site
- Assist the President in matters related to the Chilton-Clanton Site

### Secretary/Treasurer

- Maintain and distribute minutes for each meeting of the SGA
- Assist the Director of Communications as needed

### Director of Activities

- Communicate with campus activity groups and organizations on behalf of SGA
- Coordinate all activities of the Student Government Association

### Director of Communications

- Manage all communications between SGA and the Jefferson State community
- Develop and explore new means of communication (e.g. Website, Facebook, Twitter, etc)



## SGA Executive Council Application

**Please print clearly.** Applications must be turned in to the SGA office by the date advertised. All information must be completed for the application to be considered. Approved applicants will be notified of their candidate status and of the dates for campaigning by the Student Elections Committee.

Name: \_\_\_\_\_

Name as you would like for it to appear on the ballot (if different from above): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Student ID: \_\_\_\_\_

Please indicate for which office(s) you are applying below. You must meet the minimum qualifications for the position you mark (see attached sheet).

- President
- Vice President, Jefferson Campus
- Vice President, Shelby-Hoover Campus
- Vice President, St. Clair-Pell City Site
- Vice President, Chilton-Clanton Site
- Secretary/Treasurer
- Director of Activities
- Director of Communications

By running for the office(s) you marked above, you affirm that you will abide by the rules and expectations for that office.

\_\_\_\_\_  
Candidate's Signature

\_\_\_\_\_  
Date