

STUDENT UNION: COMMUNITY BUILDING FELLOWSHIP

ABOUT STUDENT UNION

CIIS's Student Union envisions:

- A supportive, collaborative, and connected student community;
- Funding opportunities for students through the Professional Development Grants;
- An integral governance structure that facilitates open and transparent communication among students, faculty, staff, and administration in a proactive and collaborative manner;
- A celebratory environment in which CIIS students can share their successes and support one another

JOB DESCRIPTION

Student Union Fellows support the overall vision of Student Union by implementing a combination of structured and Fellow-initiated projects aimed to enrich the student experience. Fellows will be asked to include and/or specialize in initiatives targeting specific populations, to include distance/online/hybrid (via our soon-to-come Canvas Community Page), weekend, non-Mission (ACTCM@CIIS), and Mission students; and students who identify as international, LGBTQ, persons of color, and more. Student Union empowers its Fellows to use the tools of social engagement and relationship building to create productive and engaging opportunities for themselves and the rest of the CIIS student body.

At the heart of the position, Student Union Fellows connect with students. Their mission is simply to find out what students are interested in and help make it a reality. Fellows do this by engaging students in conversation about their experiences at CIIS and the events, initiatives, and changes they would like to see happening on campus.

To fulfill the fellowship, Student Union Fellows are required to:

- Create at least two programs/events per semester (FOUR total events) for the student body:
 - o Two social programs/events specific to bringing together the student community in an in-person or online connection;
 - o One program/event specific to a scholastic or learning initiative (can be in the form of a workshop, conference, speaker);
 - o One program/event specific to student-specific communities (can include international, LGBTQ, POC, student with disabilities, and more).
- Develop the appropriate budget and advertising for each program with the support of their Student Union Coordinator and the Associate Dean / Dean of Students;
- Attend regular meetings (once or twice a month) with the Student Union team for programmatic updates and a broader visioning and progression of the Student Union vision;
- Be an active and proactive member of the Student Union team in increasing student engagement and participation.

ELIGIBILITY

To be considered for the fellowship, applicants must be:

- A part or full time student at CIIS / ACTCM@CIIS in good standing;
- A collaborative and respectful team player;
- Computer proficient, with skills to include poster/flyer design and MyCIIS webpage edits; candidates with an interest in working with online/distance/hybrid students should show strong proficiency with Canvas and its applications;

- Committed to bringing elements of social justice and intersectionality to the student and broader CIIS communities.

APPLICATION MATERIALS

1. Submit a CV/Resume and cover letter explaining your interest in the position to studentunion@ciis.edu.
2. Submit a concept for:
 - o One social program/event specific to bringing together the student community in an in-person or online connection;
 - o One program/event specific to a scholastic or learning initiative (can be in the form of a workshop, conference, speaker) OR one program/event specific to student-specific communities (can include international, LGBTQ, POC, student with disabilities, and more).

These concepts should just be rough ideas; they do not need to be elaborate or in extensive detail, but should be conceptualized enough to give the hiring team an idea of what you could like to create within this position.

Applications will be accepted and reviewed, and fellows hired on a rolling basis. As such, it is in a candidate's best interest to submit an application as early as possible.

COMPENSATION

Student Union Fellows will be given a \$2000 stipend for their service over one academic year. The stipend will be dependent upon the fulfillment of the fellow's duties. We aim to work collaboratively with the Student Union Fellows before the start of the We hope to begin working collaboratively with the Student Union Fellows and ask that you be available to connect in person or via phone/teleconference during the summer if selected. Fall term and ask that you be available to connect in person or via phone/teleconference during the summer if selected.

THE STUDENT UNION TEAM

Student Union is comprised of thoughtful, respectful, and committed student leaders who together can help facilitate a supportive, collaborative, and connected student experience. Within their roles, the Student Union team are also empowered to create interactive and relational programming to bring together the broad CIIS student communities, to develop resources from which they and other students can benefit, and to enact meaningful change in the student and overall CIIS structure.

In prior years, the leadership of Student Alliance (former name of Student Union) had been held to one student coordinator at 25 hours a week. This vision has since been reimagined in order to incorporate a broader team of students who could represent the growing demographics of our student body, including distance, online, hybrid, weekend, and non-Mission Street students. By developing a dynamic team of student leaders, our vision is to engage with all students regardless of their constraints (time, location, and academic program) by providing an evolving, inclusive, and celebratory student culture.

To this end, Student Union will be led by two Student Union Coordinators (Student Governance and Student Community), who will in turn work with a team of Community Building Fellows to implement a combination of structured and fellow-initiated projects. Student Union as a whole will work closely with their advisor, the Associate Dean of Students, the Dean of Students, and with Student Affairs.

QUESTIONS

Please contact Fraylanie Aglipay, Associate Dean of Students (faglipay@ciis.edu) or Yunny Yip, Dean of Students (yyip@ciis.edu) with questions.