Attachment A

PART 10: INTERGOVERNMENTAL AFFAIRS DIRECTOR

1. The Intergovernmental Affairs Director shall have the primary responsibility of advocating for the UW-Eau Claire student body on concerns relating to internal, local, state, and federal policy and issues.
2. Prepare meeting agendas.
3. Chair all Intergovernmental Affairs Commission meetings.
4. Meet with all commission intern(s) once per week to discuss commission- related business.
5. Have the responsibility of authoring the Legislative Priority Summary through the Intergovernmental Affairs Commission, subject to approval by the Student Senate each semester.
6. Meet with local, city, and county officials at least once a semester on issues pertaining to the Legislative Priority Summary.
7. Work to encourage non-partisan voter registration and information in all fall and spring elections.
8. Must develop a voter registration and get out the vote plan for all fall and spring elections when applicable.
9. Recommend a candidate for the position of the Intergovernmental Affairs Intern for appointment by the Student Body President by the last Student Senate meeting in September.
10. Coordinate the bi-annual Rally for Excellence every state biennium budget year with assistance from the Student Body President, Vice President, Senate Personnel Director, and the Intergovernmental Affairs Interns.
11. Work with the commission to organize an annual neighborhood block party to strengthen community relations.
12. Work with the commission to organize an annual ~~Fall~~ Community Walkthrough (preferably in the Fall Semester) to coordinate with relevant parties an event to walk through and discuss issues within residential areas where a large portion of the student population lives and discuss ways to alleviate them.
13. Attend University Senate Meetings when relevant to pertinent city and University proposals, legislation, and staff forums.
14. Serve two regular, weekly office hours and provide relevant commission information to interested parties.