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**Application for Appointment to the 2019-2020 GPSF Cabinet**

Thank you for your interest in applying for a GPSF Cabinet position as an Executive Director. Please read over the attached pages outlining the description of duties for each position. The Cabinet is a dynamic subunit of the larger GPSF that enables exceptionally motivated Graduate and Professional students to brainstorm, design, implement, and engage new initiatives for the benefit of the entire graduate and professional student community.

Upon appointment, all incoming members of the Cabinet will begin working with the current members and the Executive Committee in order to facilitate a smooth transition and a dynamic start to the upcoming year. Incoming members should expect to devote some time during the end of the Spring semester and summer to prepare for the upcoming academic year. Cabinet members will work closely throughout the year with the Executive Committee.

Please note that you may *apply* for more than one position, but you *may only be appointed* to hold one position. A student may not serve in both the GPSF Cabinet and the GPSF Senate at the same time. Because Cabinet positions are paid, you are expected to make direct contributions to University policy while increasing the visibility and voice of graduate and professional students.

If you have any questions regarding any office, its duties, or the application process, please contact the GPSF President (Chastan Swain ) at chastan@live.unc.edu.

**Required Materials:**

1) Completed application form

2) Cover letter discussing your interest in the position(s) and outlining your skills and experience

3) Recent resume or C.V.

**Deadline: Applications will be accepted until position is filled.**

**Please email your application and all your attachments to chastan@live.unc.edu.**

**GPSF Directors**

*All Executive Directors shall be charged with executing the goals, policies, priorities, and initiatives adopted by the GPSF Executive Committee. To do this, Executive Directors shall be empowered to form ad hoc committees, as needed, to facilitate the performance of their duties, organize GPSF events, represent the GPSF on University committees and other external positions assigned to their Directorship by the GPSF President, appoint representatives to University committees and other external positions assigned to their Directorship by the GPSF President, and appoint a Deputy Director as needed.*

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| Position | Description |
| Director of Academic Affairs | Oversees initiatives and advocacy efforts in the areas of academic policy, information technology, and TA/RA advocacy |
| Director of Diversity and Inclusion | Oversees initiatives and advocacy efforts in the areas of diversity, disabilities, international students, and LGBTQIA issues. |
| Director of Local Relations | Oversees initiatives and advocacy efforts within Chapel Hill, Carrboro, Orange County, and Durham County.  The DLR also represents the GPSF to the governments of Chapel Hill, Carrboro, Orange County, and Durham County on behalf of the GPSF President. |
| Director of Professional Development | Oversees initiatives and advocacy efforts in the areas of professional development, career services, and mentorship. |
| Director of Public Relations and Marketing | Oversees the public relations and marketing efforts of the GPSF. The Director of PR and Marketing also runs the social media accounts of the GPSF, represents the GPSF at UNC organization fairs, facilitates the introduction of the GPSF to incoming students, organizes and implements an advertising plan for GPSF events, orders GPSF marketing supplies, and works with the GPSF Secretary to maintain the GPSF website. |
| Director of Public Service | Oversees the public service initiatives of the GPSF |
| Director of Social Programming | Oversees the social programming and special events of the GPSF, including organizing and overseeing graduate and professional socials, the GPSF Grad Games, Second Semester Check-In, and the UNC Academic Research Conference. The Director of Social Programming is an ex-officio, non-voting member of the GPSF Senate Special Projects Committee.  The Director of Social Programming will appoint a Deputy Director of Social Programming, with Executive Committee approval, to assist them in putting on GPSF Events. |
| Director of State and Federal Relations | Oversees initiatives and advocacy efforts in the areas of state and federal affairs, including serving as the chief-delegate for the SAGE Coalition and the Association of Student Governments.  The Director of State and Federal Relations works with the CERA to organize yearly trips to Raleigh and Washington, D.C., to advocate for graduate and professional students. |
| Director of Student Affairs | Oversees initiatives and advocacy efforts on policies affecting the welfare of the student body, including the issues of health policy, student family advocacy, and campus and personal safety. |
| Director of Student Opportunities | Oversees initiatives and advocacy efforts in the areas of University resources and functions, and alumni relations. With the Secretary, the Director of Student Opportunities will update the GPSF Resource Guide. The Director of Student Opportunities will chair the GPSF Emergency Fund Committee. |
| Director of Sustainability and Transportation | Oversees initiatives and advocacy efforts in the areas of sustainability and transportation. |
| Director of Undergraduate Relations | Oversees initiatives in the area of undergraduate relations. |

**Application Form for Appointment to the GPSF Cabinet**

*Please include this information on a separate page following the cover letter and CV.*

**First Name:**

**Last Name:**

**Preferred Name/Nickname:**

**Preferred Pronouns:**

**Estimated Graduation Date:**

**Department or Degree Program (please, no acronyms):**

**Preferred Email Address:**

**Phone number:**

**Home Mailing Address:**

**Campus Mailing Address:**

**Please indicate which positions interest you and rank them in order of preference:**

\_\_\_\_ Academic Affairs \_\_\_\_ Social Programming

\_\_\_\_ Diversity and Inclusion \_\_\_\_ State and Federal Relations

\_\_\_\_ Local Relations \_\_\_\_ Student Affairs

\_\_\_\_ Professional Development \_\_\_\_ Student Opportunities

\_\_\_\_ PR and Marketing \_\_\_\_ Sustainability and Transportation

\_\_\_\_ Public Service \_\_\_\_ Undergraduate Relations

**In your cover letter, please address the following questions. Use as many pages as you need.**

1. Describe how serving the GPSF complements, augments, etc. your short and long-term professional and/or personal goals.
2. Describe your knowledge of and/or involvement in Student Government and student representation at UNC. What is one contemporary University issue, related to your position(s) of application, which needs to be addressed or improved?
3. Expand on your involvement in two (2) organizations/committees/initiatives from your C.V. that you believe will contribute to your success as a GPSF Cabinet member.
4. Why are you interested in serving on the Cabinet? If appointed to the position of your choice, what do you hope to accomplish during the year?
5. What is an area in which you think that GPSF can improve or better serve the graduate and professional student population?