

AIChE Regional Liaison Job Description

Duties and Responsibilities

- Be the liaison between the student chapters and the parent organization
- Be an active member on the Executive Student Committee (ESC)
- Directly aid student chapters in growth and sustainability by holding monthly calls with approximately 7-8 student chapter presidents in your region
 - In these calls, you will help the presidents with their struggles and document their successes, so that you can share these with other presidents
 - You will have a training call with an executive board member, so that you are prepared for speaking with presidents
- Encourage student chapters to collaborate with each other within region
- Hold regular meetings with the other regional liaisons in your region
- Attend and hold Presidents Meeting at National and Regional AIChE Student Conferences
- Time commitment is approximately 1 hour per week

Qualifications

- Active AIChE Member of local student chapter
- Freshman, Sophomore, or Junior standing
- Strong self-motivation, organization, and communication skills
- Must attend regional and national conferences