

Positions for SWE 2019-2020

President

- Book GBM room and rooms for on-campus events
- Plans and runs weekly meetings
- Runs e-board meetings
- Point of contact for professionals, regional SWE, and advisors
- Oversees all other eboard members
- Decides attendance at on campus partnership events/tabling

Vice President

- Main conference coordinator
- Keeps track of membership points
- Fill freshman representative position
- Assist President with overseeing the eboard
- UMBC Treasurer training

Public Relations Chair

- Posts photos on our social media (instagram, twitter and facebook)
 - Take pictures or have pictures sent from every SWE event
- Updates myUMBC when necessary
- Sends out emails to the SWE group
 - Weekly emails with compiled information (what was done the week before and the week to come)

Treasurer

- Handles all finances of the clubs
- Signs off on all SABSC transactions/refunds
- Keeps track of all conference finances
- Plan fun and creative fundraising events
- UMBC Treasurer training

Event Coordinator

- Promote and coordinate all volunteer activities
- Help plan social events for our club or activities with other STEM orgs
- Reach out to freshman representative to help gain more involvement from the STEM community
- Coordinate STEM outreach programs with girls in the local area
- Works with President to plan attendance at campus partnership events/tabling

Freshman Representative

- Promote SWE to freshmen class
- Shadow other eboard members