



## Northeast PA Area Health Education Center

*RECRUIT \* TRAIN \* RETAIN*

*Advancing Pennsylvania's Health Through Education*

### **Student Board Member Job Description**

The Northeast PA AHEC Board of Directors believes it is important to seek out and consider students' ideas and viewpoints to addressing healthcare workforce development in Northeast Pennsylvania. In order to provide student perspective and promote civic involvement, the board of directors is seeking to appoint two student board members from a candidate pool that includes students enrolled in a Health Professions program at a college or university in Northeast Pennsylvania.

### **Role and Responsibilities of a Student Board Member**

- A student board member shall have the right to attend all board meetings.
- All materials presented to board members shall be presented to a student board member.
- A student board member shall be recognized at board meetings as a full member, shall be seated with other members of the board, and shall be allowed to participate in questioning presenters and discussing issues.
- A student board member shall be allowed to cast preferential votes on all matters. Preferential voting means a formal expression of opinion that is recorded in the minutes. The preferential vote of the student board member shall not be included in determining the vote required to carry any measure before the board.
- A student board member may make motions that may be acted upon by the board.
- A student board member will have the opportunity to participate in committee meetings.

### **Term of Office**

Each student board member will serve for one academic year, from September-August, with the option to extend for a second year.

- ❖ At the completion of a student's term, if they have fulfilled all responsibilities as a board member, they will receive a letter of recommendation from the Chair of the NEPA AHEC Board of Directors.

### **Qualifications**

- The student must be a current undergraduate sophomore, junior, or senior, master's or doctorate student enrolled in a Health Professions program in Northeast Pennsylvania during the year of service.
- The student must be familiar with AHEC, and preference will be given to those who have participated in an AHEC program or activity.
- The student must complete the application.
- The student commits to attending six meetings per year held bimonthly. The majority of the meetings of the NEPA AHEC Board are via video conference, with regular participation by webcam required.

### **How to Apply**

Students interested in applying to be a Student Board Member must complete the application by clicking on the link <https://forms.gle/7aXRrBfMXiA93yNYA>

Applications must be submitted by **June 12<sup>th</sup>**.

Applications will be reviewed by the BOD at the July meeting and students will be notified by August 1st if they have been chosen to participate beginning with the September meeting.