

Associated Students of Highline College (ASHC)

All Student Government Officers

Preamble to the ASHC Constitution

We (the Associated Students of Highline College) assume responsibilities and privileges of participation in self-government, to represent student interests, needs and welfare within the college community, initiate and coordinate active student involvement, provide the opportunity to develop individual leadership qualities and an understanding of group action, and supplement and complement formal education at Highline College, do affirm and establish this Constitution.

ASHC Team Expectations:

- Attend all ASHC Executive and Associated Council meetings
- Attend all ASHC sponsored events
- Participate on various campus committees, as decided upon by the Executive Council
- Attend various club meetings, as decided upon by the Executive Council
- Work on assigned projects under the supervision of the ASHC Advisor
- Maintain accurate records and information on all programs, responsibilities, and materials
- Act within the guidelines of state laws, school regulations and rules of the ASHC legislation and constitution

Characteristics Desired:

- Interest and personal connection to advocacy and stewardship
- Flexibility and reliability
- Excellent communication skills
- Desire for student leadership experience
- A commitment to social justice and equity

Work Expectations:

- Registered for at least six credits with a GPA of at least 2.5
- Students will participate in a reflective evaluation at the close of project and the end of each quarter to help identify leadership strengths and challenges during the duration of the position
- Student is required to work 15 hours per week. This position pays minimum wage

Core Services Leadership Team (As a staff member of CLS)

- Volunteer to help at events, attend signature/important office events
- Recruit and spark prospective students into leadership opportunities and involvement with CLS & CCIE
- Lead initiatives that build and strengthen communities of leaders
- Assist broadly with recruitment activities especially for Leadership Development Programs, Student Recognition Programs, and Campus Event Committees

- Facilitate and prepare for Core Staff Meetings and Core Team Projects
- Act within the guidelines of state laws, school regulations and rules of the ASHC legislation and constitution.

Associated Students of Highline College (ASHC) President

Position Description:

This is a student hourly paid service role in Student Government. The ASHC President serves as the primary advocate for the student body and student government by acting as the direct liaison to the administration and the Board of Trustees. This position provides leadership and organization for the actions of the ASHC executive council by providing oversight to all student committee appointments and serving as the students' representative at key college governance meetings. This position requires working as a part of the Student Government team, so responsibilities extend from administrative duties to the Center for Leadership & Service and overall campus representation duties as well. This is a fifteen hour per week position with flexible work hours.

The President's duties are as follows:

- Act as the official liaison between the ASHC and the Highline College Board of Trustees, college administration faculty, and community
- Build community and leadership skills to all officers and appointed officials of the Student Government
- Serve on the Services and Activities (S&A) Budget Committee
- Appoint students to serve on various campus committees
- Schedule and serve as presiding officer of all regular Executive Council meetings
- Hold responsibility for studying and reporting ASHC perspectives/opinions on state and federal government actions and their effect on students
- Work with campus administrators to plan legislative awareness programs
- Commencement Ceremony responsibilities as assigned
- Schedule quarterly meeting with college President
- Maintain 15 hours per week, with at least 10 posted office hours
 - Increase involvement in ASHC (i.e. legislative academy, statewide initiatives, student- based leadership opportunities)
- Serve as the primary student public relations officer for the ASHC
- As a representative of the Executive Council, create and appoint students to campus committees
- Facilitate other projects as taken on by the ASHC
- Attend bi-weekly ASHC meetings and participate as a servant leader and voting member

- Attend weekly ASHC executive meetings
- ASHC duties as assigned by ASHC Advisor(s) or the ASHC Executive Council

