Chief Communications Officer - Executive
The Chief Communications Officer (CCO) is in charge of all communications for SGLC. The CCO heads the Communications Team.

Responsibilities:

- Communicating the SGLC agenda, actions, and initiatives to the undergraduate student body
- Maintaining and updating the SGLC website with weekly meeting minutes, pending legislation, events, and updated contact information for all SGLC members
- Publishing the agenda for each scheduled meeting of the Senate on the SGLC website and all appropriate SGLC social media platforms. The agenda shall be published no later than twenty-four hours prior to the same meeting of the Senate
- Professional and punctual production and publication of a monthly update detailing the activities and initiatives of the SGLC to the undergraduate student body
- Publishing a newsletter including reports on the progress of the SGLC from the Speaker, the Chief Justice, the Chief Communications Officer, the Chief Financial Officer, the Director of Student Organization Affairs, the Director of External Affairs, the Vice President, and the President
- Overseeing the Marketing Assistant and Photographer by heading the Communications Team

Necessary Qualities: Creativity, organization skills, timeliness and punctuality, attentiveness, dedication, good managerial skills, and great writing skills

Number of Positions Available: 1
Weekly Time Commitment: 10-15 hours

Chief Financial Officer – Executive
The Chief Financial Officer (CFO) shall be charged with the maintenance and management of the Budget of the SGLC.

Responsibilities:

- Delivering a report to the Senate concerning the transactions and balances of the SGLC financial accounts at each scheduled meeting of the Senate.
- Working with office of Student Activities and Greek Affairs to complete quarterly sweeps of Registered Student Organization accounts to reclaim any allocated and unused funds, so that the same funds may be be reallocated by the Senate.
- Acting as an advisor to the SGLC Allocations Committee.

Necessary Qualities: Organization, timeliness and punctuality, and great managerial skills

Number of Positions Available: 1
Weekly Time Commitment: 10-15 hours
Attorney General – Executive
The Attorney General shall be responsible for maintenance and enforcement of parliamentary order in all sessions of the Senate in accordance with Articles 12, 13 and 14 of the Articles of Governance and all other SGLC bylaws.

Responsibilities:
• Investigation and enforcement of any and all instances worthy of censure or impeachment in accordance with Article 18 of the Articles of Governance.
• Ensure that SGLC members are maintaining proper conduct.
• Act as an unbiased policy advisor to the President and Vice President.
• Provide advice on initiatives and projects and be present at all Executive Committee meetings.

Necessary Qualities: Organized, timely and punctual, attentive, unbiased, and dedicated

Number of Positions Available: 1 Weekly Time Commitment: 10-15 hours

Chief Student Equity, Diversity, and Inclusion Officer – Executive
The Chief Student Equity, Diversity, Inclusion Officer is responsible for promoting diversity within SGLC and the university community as a whole.

Responsibilities:
• Understand, appreciate, and analyze a variety of ideological, political, and social perspectives.
• Evaluate opportunities for SGLC to promote diversity both internally and externally.
• Maintain relationships with the Office of Student Diversity and Multicultural Affairs.
• Serve as a student representative on the Student Diversity Council
• Serve on the Executive Council on Diversity and Inclusion
• Advise the Senate Justice Committee

Necessary Qualities: Willingness to work and engage in a multitude of conversations with individuals, organization, great punctuality and timeliness.

Number of Positions Available: 1 Weekly Time Commitment: 10-15 hours
Chief of Staff

The Chief of Staff will manage SGLC personnel related activities, oversee leadership development program implementation, and serve as a resource to the executive board on matters of internal engagement.

Responsibilities:

- Assist in SGLC recruitment efforts throughout the year
- Facilitate a constructive feedback process for members of SGLC
- Collaborate with the Vice President in developing and implementing leadership and professional development opportunities for members of SGLC
- Plan and execute one leadership development workshop with each committee of the Senate individually.

Necessary Qualities: Willingness to work and engage in a multitude of conversations with individuals, organization, and professionalism.

Student Government of Loyola Chicago Senator

Each Senator shall have the responsibility to uphold the mission of the Student Government of Loyola Chicago, and shall maintain all other responsibilities and rights enumerated within the bylaws of the Student Government of Loyola Chicago.

Responsibilities:

- Listen to, engage with, and represent the undergraduate student population.
- Enact policies and resolutions in order to carry out the mission of the SGLC and interests of the students.
- Work within assigned committee to oversee student initiated campus projects.

Necessary Qualities: Approachability, Vision, Passion.

Number of Positions Available: 10+
Weekly Time Commitment: 4-6 hours
Associate Justice – Judicial

Associate Justices shall be tasked with serving on Judicial Board alongside the Chief Justice.

Responsibilities:

• Hearing and issuing decisions on complaints filed by the Attorney General.
• Actively participating in the process of Judicial Review over the Articles of Governance.
• Author concurring or dissenting opinion regarding a case heard by the Judicial Board.

Necessary Qualities: Honesty, Integrity, Respect for Confidentiality, Vision

Number of Positions Available: 4  Weekly Time Commitment: 4-6 hours

Additional Information:

Applications for Executive and Judicial positions are live on LUCentral! Access the applications by clicking the desired branch.

Executive - https://orgsync.com/16366/forms/194353

Judicial - https://orgsync.com/16366/forms/194366

Senate - Senate positions will be filled though Internal Elections on Tuesday, April 26, at 4pm in Regis MPR. While not required, election packets are strongly recommended. Follow the link below to download the form. Signatures not required.

https://orgsync.com/16366/files/1001496/show

Please contact Adam Roberts with questions – aroberts9@luc.edu