



## Director of Educational Relations

**Term:** Two years, up to three terms.

### Key Responsibilities

- Develop an annual strategic plan aimed at actively student members which includes research, objectives, approaches for evaluation and preparing a budget;
- Develops and nurtures relationships with local post-secondary institutions;
- Seek student volunteers from local business schools;
- Collaborate with student board members to create and implement plan to recruit student members and prospects;
- Identify and execute on opportunities to have IABC representation at job fairs or similar events;
- Celebrate annual winner of IABC Saskatoon Student Award at the U of S;
- Organize call for IABC Saskatoon Student Award (open competition between U of S and SaskPolytech);
  - Includes drafting and revising award criteria;
  - drafting rubric for grading student award submissions;
  - coordinating award judges;
  - coordinating a celebration event for the successful student winner;
- Supports student members within the chapter;
- Train successor.

### Key Deliverables

- Increase number of students attending IABC events;
- Increase number of student members;
- Increase number of students who apply for the IABC Saskatoon Student Award.

### Skills Learned

- Networking
- Event planning
- Communications planning