Oregon State University is an Equal Opportunity Employer committed to hiring a diverse workforce. We encourage those who are from traditionally underrepresented groups, including students who are of color, women, LGBTQ, veterans and people with disabilities to apply.

The Director of Veterans Affairs shall assist the ASOSU in promoting self-governance in the best interest of students at Oregon State University. This includes, but is not limited to, campaigning to ensure veterans at OSU are represented in their student government.

Job Responsibilities:

- Be responsible for gathering information, tracking legislation, and conducting research on issues and policies concerning veterans issues
- Identify and develop areas of involvement in veterans affairs in which ASOSU should engage itself
- Inform students of issues and legislation of importance and gather student opinion on the issues
- Provide resources for students desiring information about veterans issues
- Advise the Executive Cabinet on veterans issues
- Using direct action organization techniques, plan campaigns to create positive concrete change for students throughout the year
- Write an article on current campaigns and goals at the request of the Executive Director of Marketing or the Executive Director of Community Programs
- Recruit and coordinate a task force to accomplish the duties mentioned above and hold at least one task force meeting a week
- Report to the ASOSU House of Representatives and Senate at least once per term on the campaigns and goals of the task force
- Collaborate with other student organizations including, but not limited to, ROTC, the Military Science Department, and the Memorial Union to address veterans issues
- Maintain a clean office environment and work space
- Actively participate with the ASOSU team
- Maintain the Veterans Affairs Task Force Budget
- Coordinate the advocacy and programming efforts of the ASOSU on issues concerning veterans
- Serve as liaison between ASOSU and Veterans Affairs student groups and relevant university offices
- Represent ASOSU and veteran students on the Veterans Affairs Workgroup, Veterans Affairs Advisory Committee, and Veterans Budgeting boards
- Meet with the Veterans Services Advisor once a month
- Oversee and maintain the Veterans Lounge
- Research and organize campus events concerning Veterans Affairs
- Maintain a strong presence at campus and community events
- Work 15 office hours per week during the academic year
- Other duties as assigned
As a Member of the Associated Students of Oregon State University Executive Branch, you are obligated to be active in the recruitment of new interns and volunteers, maintain a clean office environment and work space, actively participate with the ASOSU team, maintain a strong presence at campus and community events, and actively reach out to other student groups.

Qualifications:

- Must be a currently enrolled student at Oregon State University for at least 6 undergraduate academic credits or 5 graduate academic credits and maintain these minimum respective credits for duration of employment.
- Must have a minimum cumulative GPA of 2.00 if undergraduate student and 3.00 if graduate student.
- Must not be on conduct probation and must maintain term GPA of 2.00 or above for undergraduate student and 3.00 GPA for graduate student.
- **Must attend the following:**
  - Weekly one-on-one with the ASOSU Executive Director of Community Programs
  - ASOSU All-Staff Meetings
  - ASOSU Internship Class
  - **Retreats and workshops as requested**
    - Tentatively:
      - Fall Staff Orientation – 9/22-9/25
  - ASOSU Congressional Meetings as requested

Term of Employment: September 22nd 2013 – May 31st 2014
Hours: 15 hours/week (Fall, Winter, Spring)
Compensation (one of the following): $10.11/hr, paid as monthly stipend
For Full Consideration Apply By: Friday, September 13th
Application Drop-off Snell 149 (SLI Front Desk) or send application to email below
Applications Must Include: Cover Letter, Resume and OSU General Eligibility Form
For Information, Contact: Allie Bircher
ASOSU Executive Director of Community Programs
asosu.hiring@oregonstate.edu