

ACUI REGION 8 ACADEMIC CHALLENGE COORDINATOR

Duties and Responsibilities

FUNCTION:

Develops an awareness and understanding of current trends relating to Academic Challenge through assessment, programs, and research.

REGIONAL RESPONSIBILITIES:

1. Serves to represent the needs, interests, and concerns of the schools in the region to the Region 8 Leadership Team and ACUI Academic Challenge Committee.
2. Provides input to the ACUI Academic Challenge Committee in the development of recruitment target lists, recruitment materials, etc.
3. Promotes the Academic Challenge at the Region 8 fall conference.
4. Coordinates and develops contracts dealing with lodging, food, and Host School expenses, as necessary, with the Host School Representative.
5. Plans, promotes, implements, and evaluates an annual Academic Challenge Tournament between qualifying schools in the region.
6. Prepares and manages the budget for the tournament.
7. Recruits and trains personnel to assist in hosting and conducting the tournament.
8. Distributes, collects, and tallies evaluations by participants and volunteers.
9. Submits a detailed report to the Regional Director and ACUI Academic Challenge Committee following the tournament.
10. Coordinates the regional winners' attendance at the Academic Challenge National Championship.

NATIONAL TEAM RESPONSIBILITIES:

1. Attends the ACUI Annual International Conference, if possible.
2. Participates in monthly Leadership Team conference calls throughout the year.
3. Attends the Academic Challenge National Championship and/or other productions at which games are taped (if invited and available).
4. Serves as sounding board for the ACUI Academic Challenge Committee in its efforts to stimulate and further develop the national program.

LEADERSHIP TEAM RESPONSIBILITIES:

1. Attends and participates in all Region 8 Leadership Team meetings, annual fall regional conference, and if possible, the annual international conference.
2. Participates in monthly Leadership Team conference calls throughout the year.
3. Acts as a resource person for the Region 8 membership and campus organizations.
4. Inspires student involvement in the Region 8 Leadership Team, annual fall conference, and other ACUI events.
5. Develops proposal for Education Session at Regional Conference.
6. Contributes regularly to the "Communiqué," the Region 8 newsletter.

QUALIFICATIONS:

- Position Open for Professionals: Employment in a college union/student activities department at a member institution who has committed to provide institutional support. Membership in good standing at a member institution in good standing. Commitment to fulfilling the duties of the position for the length of the term.

TERMS:

- Professionals: Two years with the option of one additional year by mutual agreement. Generally beginning and ending with the Region 8 annual fall conference.

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SELECTION:

All Region 8 appointments shall be made by the Regional Director and Student Regional Director and confirmed by the Leadership Team.

Applicants must submit a brief statement (300 words or less) of interest/philosophy detailing:

- Your understanding of the role of the ACUI, and specifically Region 8
- What strengths and ideas you would bring to the position

Statements should be sent to James McHaley, Regional Director, at j-mchaley@northwestern.edu