



## EMERGING PROFESSIONALS CHAIR

### **Position Summary:**

Be the liaison between Cyclone SHRM and the ISU Student SHRM Chapter. Provide support to the student chapter in a variety of ways that help ensure growth and success.

### **Responsible to:**

The members of the chapter  
The chapter president  
State council Emerging Professionals director  
Student chapter at Iowa State University

### **Requirements:**

Must be a Chapter member in good standing.  
Nominated by the Chapter President and elected by the Chapter membership by a majority vote. Serves a one-year term beginning January 1 and ending December 31 each year.

### **Responsibilities:**

- Attend ISU Student SHRM chapter meetings (normally every other Wednesday from 5:30 to 6:30 pm)
- Help coordinate a Networking event between Cyclone SHRM and the student chapter (one time per semester)
- Help oversee/promote the mentor program
- Collect Student Membership forms for Cyclone SHRM and provide reimbursements for National SHRM student members
- Help promote HR internships or job opportunities to the student chapter
- Communicate with ISU Student chapter faculty advisor; ensure student chapter stays in good standing with SHRM
- Request financial support from Cyclone SHRM as needed
- Attend monthly Cyclone SHRM meetings (on 2<sup>nd</sup> Thursday of the month from 8 -10 am) and provide updates to Cyclone SHRM about the student chapter
- Attend quarterly Executive Team meetings