



**ASSOCIATED
STUDENTS INC.**
C H A N N E L
I S L A N D S

Event Lead

Compensated Educational Leadership Opportunity
Associated Students Inc., Student Programming Board
California State University Channel Islands



[APPLY!](#)



[CI_SPB](#)



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About The Role

The purpose of Student Programming Board (SPB) is to increase CI student engagement through cultural, educational and social programming. The Event Lead provides professional management of student personnel, programming functions and daily operation within the office of Student Programming Board (SPB), promoting efficiency and adherence to established deadlines in accordance with ASI By-Laws and the approved current working SPB Constitution

- **Employment Rate:** \$17.00 per hour
- **Hours:** Monday- Friday, 8am-5pm, 20 hours per week. Hours may vary depending on event weeks. Night flexibility is required.
- **Start Date:** August 1, 2022. Required on campus employee training dates include: Monday-Friday, 8am-5pm, August 1-19, 2022. Contracted through winter, spring, and summer breaks.

Responsibilities

- Advises the team on concerning office operations, program assessment, expenses, and provides a full range of administrative and logistical support.
- Serves within the team of guides for Ekho the mascot at requested events.
- Serves as the student supervisor to assigned managers and provides general oversight for their related responsibilities.
- Oversees all aspects of event production from pre-planning to event execution.

Requirements

- ✓ Must pass a background test.
- ✓ Must be enrolled as a student at CSU Channel Islands.
- ✓ Must maintain a cumulative and semester GPA of 2.5 or higher and be in judicial good standing.