

Washington State Academy of Nutrition and Dietetics
EXECUTIVE BOARD POSITION DESCRIPTION

DIETETIC STUDENT/INTERN REPRESENTATIVE

Term: One school year (September through May)

Time Commitment: The position of the student representative requires approximately 4 days for one year's term in office.

The Washington State Academy welcomes representation from every student program! Programs can select the student and work with the Washington State Academy to strengthen student membership.

Qualifications

- Student member of the Academy of Nutrition and Dietetics and a Washington State affiliate member, preferably living in Washington State.
- Meet one of the following criteria for eligibility as a dietetics student:
 - Enrolled in a Coordinated Program in Dietetics
 - Enrolled in a Didactic Program in Dietetics
 - Enrolled in a graduate nutrition program
 - Enrolled in a Dietetic Internship
- Demonstrated leadership in school or volunteer activities
- Available to serve in the office for a one-year term (September through May)

Roles

- ▶ Regularly communicates with student members within Washington State
 - May include a student interest page on the website
 - May include targeted messages via social media
 - May include messaging in the e-news for all members
 - May include an activity or event as part of conference
- ▶ Offers a student's perspective to board discussions, activities (Legislative Day, Educational Conference), and communicates to students in Washington State
- ▶ Serves as a non-voting board member

Duties

- Attends monthly board meetings (virtually) and provides feedback on discussion topics from a student's perspective
- Regularly (at least quarterly) communicates with student members, sharing information on Washington State Academy programs, opportunities, and initiatives. This communication may be done via social media, targeted student eblasts, the newsletter or e-update. Student members may collaborate on messaging and/or develop an assignment calendar with the Director, Communications.
- Works with Membership Director to recruit students to become Academy members.
- Performs other duties as directed or requested by the Washington State Academy or the board of directors.

Note:

Nomination and Selection Process

- Each dietetic program and internship shall have the opportunity to appoint a student representative to the Washington State Academy Board.
 - For 2021-22, schools/programs will be notified by September 9, 2021 with a response and assignment by September 27, 2021.
 - The selected students will review and complete the conflict-of-interest disclosure and the consent to serve form.
 - Students will be invited to attend Board meetings and participate in committees and activities.

General Schedule

Monthly

- Attend board meeting, review meeting documents.

Quarterly

- Submit a report or information for the newsletter, an eblast and/or the website.

NOTE: Board meetings are conducted via monthly.

- Volunteers may not accept honorariums for work done as part of the Washington State Academy strategic plan and program of work.