
Fwd: [Islam] MSA BOARD APPLICATION is LIVE NOW

1 message

Qaid Hassan <qhassan@haverford.edu>

Tue, Apr 20, 2021 at 9:34 AM

To: Bilikisu Hanidu <bhanidu@haverford.edu>, Ahlam Houssein <ahoussein@haverford.edu>

Let's see if we can glean anything beneficial for our purposes. I'm going to try to send something from Uchicago's msa too.

Not a priority. We can look at this after Ramadan. Make a reminder

This message was sent from an enhanced modular device with limited telephonic/satellitic capabilities.

Begin forwarded message:

From: Nusaybah Estes <nestes1@swarthmore.edu>**Date:** April 20, 2021 at 9:01:58 AM EDT**To:** Islam Mailing List <islam@sccs.swarthmore.edu>**Subject:** [Islam] MSA BOARD APPLICATION is LIVE NOW

Salaam everyone!

We are so excited to announce that the process of selecting next year's board has started! We are always excited to elect the new year's board and see the future of the Muslim Students Association. While this year has certainly been a new experience for all of us, it has already been such an amazing year and it's largely due to our active members like you! We see many of you being incredible leaders within the 2020-2021 MSA Board.

THE DESCRIPTION FOR EACH POSITION IS AT THE BOTTOM OF THIS EMAIL.

Here are important things to know:

1) There are currently **5 open board positions**: President, Vice President, Event Coordinator, Communications and Outreach Coordinator, Treasurer. **These are year-long positions.** If we have a high number of applications, we may add another board position. We will add an intern position in the Fall of 2022 (the new board will elect).

2) "**Board experience**" means any MSA board experience whatsoever, at any time. This means 1) current or past board interns are included, and 2) that people who were on the board previously (but perhaps not the current school-year) are welcome to apply!

3) If you intend to **study abroad or take a semester off**, you can still run for a position. However, we ask you to fill in some extra questions in the application to begin thinking about how you would like to stay engaged during your semester away (be it virtually or with a peer you will swap with on your semester away)

4) The new MSA board might meet with the current President once before the end of this semester. The newly elected President will definitely meet one-on-one with the current President before the end of the semester to discuss transitioning leadership!

Please fill out the online [MSA Board Application](#) by this Wednesday, April 28th at 11:59pm EST.

Please note that the [online form](#) does not ask you to submit a platform /share why you are interested in the position(s) you are interested in. We recognize that these uncertain times might be more difficult for some of you than others. Because of that, we want to make sure the process to apply is the easiest and fairest as possible. With that said, please only [fill out the form](#) if you know you can commit to and are excited about being on the MSA board. If there is a high number of applicants, we will follow up with all applicants with the next steps, as well as non-applicants within the MSA as needed.

Please do not hesitate to apply! If you have any questions or concerns, please send them along to the current MSA President, Nusaybah, directly at nestes1@swarthmore.edu.

Good luck!

Your 2019-2020 MSA Board

OPEN POSITION DESCRIPTIONS BELOW:

- 1.) President
 - Organize and facilitate all board meetings
 - Create an agenda for all board meetings
 - Assign responsibilities and assure their completion
 - Determine the goals and mission for that year
 - Responsible for representing the MSA at campus events
 - Maintain communication with campus and TriCo partners

- Share important information to MSA community when needed
 - Post on behalf of the MSA on the official Swarthmore MSA Facebook page
 - Responsible for Ramadan initiatives during Spring 2021
 - Work with Treasurer on SBC budget proposal during Spring 2021
 - **Prior Board Experience Required**
- 2.) Vice President
 - Responsible for ensuring the Muslim Life on Campus is going smoothly (i.e halal food)
 - Assist President on determining goals and mission for the year
 - Serve as the President's primary go-to person for advice/suggestions
 - Support President in maintaining communication with campus and TriCo partners
 - Advise Event Coordinator in event planning
 - Ensure that the MSA remains representative of the entire Muslim community and not just factions typical to MSAs
 - Might facilitate meetings in absence of President
 - **Prior Board Experience Required**
- 3.) Event Coordinator
 - Plan and suggest programs: weekly, less periodically, or one-time only
 - Takes lead on bigger, all campus events, such as Halal Things Considered, Holidays, and Phil-Islam-adelphia
 - Create and maintain potential collaborations with other groups on campus
- 4.) Communications and Outreach Director
 - Responsible for MSA communications with non-board members
 - In charge of upkeeping MSA social media for 2020-2021 (eg FB group)
 - In charge of sending out weekly emails (jummah email, etc)
 - In charge of outreach to other campus and off-campus student groups
- 5.) Treasurer
 - Responsible for keeping track of the budget and having budget information ready at board meetings
 - Handle all reimbursements and submit receipts to SBC within a reasonable amount of time
 - Attend mandatory SBC events
 - Responsible for securing and coordinating all co-sponsorship/supplementary funding
 - Work with President on SBC budget proposal during Spring 2022

Keep in mind that while many duties/responsibilities are specific to each position, you will definitely have help from other board members regardless of what your position is! The board aims to have an equal workload amongst all members, so don't hesitate to apply to a position you really like!

Good luck to everyone! We wish you all the best!

Link to MSA Board Application: <https://forms.gle/pPPEMcgvxcYxySeN8>

Islam mailing list -- islam@scs.swarthmore.edu
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