



Sustainability Management Student Association

Master of Science Program, Sustainability Management (SUMA)
Columbia University, The Earth Institute and School of Professional Studies
SUMASA.org | SUMASAboard@sumasa.org

Position Description – VICE PRESIDENT OF COMMUNITY OUTREACH

This position is critical to the SUMASA board and SUMA program. The Vice President of Community Outreach helps to achieve SUMASA's overarching mission to develop a meaningful community for students, foster engagement across the SUMA and NYC sustainability community, and host meaningful professional development and networking opportunities.

The Vice President of Community Outreach seeks to ensure that SUMASA builds a strong presence on and off campus through the development of events and general outreach to build SUMASA and SUMA's brands.

Eligibility: Must be able to take on the position for one full year (Spring 2018 – Spring 2019)

Primary Responsibilities

- Cultivate lasting relationships with other groups on campus and develop meaningful partnerships to bolster SUMASA's mission/vision.
- Organize networking events in collaboration with other relevant programs.
- Research and explore relevant regional sustainability events and identify opportunities for SUMASA involvement.
- Organize sustainability-related volunteer opportunities at events across NYC.
- Constantly seek opportunities outside of Columbia to promote the program and form strategic relationships with potential partners and collaborators.
- Coordinate, motivate and support the continued development of SUMASA's clubs, including helping to bolster their outreach and partnership efforts both on campus and off.

Relevant Skills

- Enthusiasm about SUMASA and SUMA!
- Outgoing and possess strong relationship building, networking, and interpersonal skills.
- Must have or develop a good sense of NYC and Columbia's sustainability pulse.
- Strong communication skills (written and verbal).
- Strong organizational skills and an interest in event planning and leading.

What You Will Gain!

- Strong command of networking and management skills that will impress potential employers.
- Increased visibility in the SUMA program, with students, alumni, and the Greater NYC Sustainability network.
- An insider's view of the SUMA program and a greater understanding of what it takes to support and manage an effective voluntary board.