



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

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. He/she acts a liaison between SUMA and the sustainability opportunities that New York City offers across all sectors by organizing industry visits and volunteer events.

Term: This role is year-long, transitioning on Spring Graduation Day each year (in mid/late May).

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 academic programs.
- Research and explore relevant regional sustainability events and identify opportunities for SUMASA involvement.
- Organize sustainability-related volunteer opportunities at events across NYC.
- 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.

What Can Help You Succeed in This Role:

- Enthusiasm about SUMASA and SUMA!
- Outgoing attitude with 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 Could Gain:

- Networking and management skills that will signal professionalism to potential employers.
- Increased visibility in the SUMA program and networking presence with students, alumni, and the greater NYC sustainability network.
- An understanding of what it takes to support an effective voluntary board.