**SUMMARY**

**Position:** 2018-2019 GPSG Benefits Officer (May 1, 2018-May 1, 2019)

**Position Type:** Appointed Officer

**Eligibility:** All full-time IU Bloomington graduate and professional students for the 2018-2019 school year

**Remuneration:** $1,000 fellowship ($500/per semester)

**Time Commitment:** Approximately 5-10 hours a week

**Sponsoring Units:** GPSG and University Graduate School

**Application Deadline:** Thursday, March 1, 2018 by 11:59pm; applicants may be asked to sit for an interview during the week of March 26th.

**Submission Instructions:** In a single pdf file, submit this completed application form followed by a one-page resume. All applications must be submitted to the GPSG Canvas Page under the assignment entitled “Executive Committee Applications”. Save your application for the Benefits Officer with the following naming convention: Benefits*\_Lastname\_Firstname*

The Graduate and Professional Student Government (GPSG) serves over 10,000 graduate and professional students at IU Bloomington through providing academic support, advocacy, community building, and resources. [**GPSG Website**](GPSG%20Website)

The Benefits Officer leads GPSG’s efforts related to promoting and advocating for benefits and services offered to graduate and professional students and Student Academic Appointees. This Officer serves as the chair of the GPSG Benefits Committee, which focuses on issues related to student services, health insurance, stipends, fee remission, and related employment. The committee has standing relationships with the GPSG Veteran, Parent-Student, Teaching, and Research Ambassadors.

*NOTE: Applicants are encouraged to apply to all positions of interest. Elected Officers and Hired Staff positions will be selected before Appointed Officer applications are reviewed. You will be given the opportunity to rank your preferences if applying for multiple Appointed Officer positions.*

**BENEFITS OFFICER DUTIES AND RESPONSIBILITIES:**

* Fulfill the duties and responsibilities outlined in the [**GPSG Constitution and Bylaws**](http://www.indiana.edu/~gpso/about/)
* Serve as chair of GPSG Benefits Committee
* Sit on GPSG Executive Committee and other relevant university committees
* Develop programming related to efforts of the Benefits Committee

**TIME COMMITMENT INCLUDES:**

* Training meetings (some in April and a one-day GPSG fall training in mid-August)
* Informational Presentations at new graduate student orientations
* Monthly GPSG Assembly meetings
* Twice-monthly GPSG Executive Committee meetings
* Twice-monthly Benefits Committee meetings
* Minimum of 1 GPSG Programming event per month

**\*\*All applicants are encouraged to contact the current GPSG Benefits Officer via** [**gpsgben@indiana.edu**](mailto:gpsgben@indiana.edu) **to develop a more robust understanding of the position.**

**Name:**

**Area of Study:**

**Email:**

**Phone Number:**

**Please rank your preferences for all Appointed Positions you are applying for:**

Awards Officer \_\_\_

Benefits Officer \_\_\_

Diversity Officer \_\_\_

Health & Wellness Officer \_\_\_

Sustainability Officer \_\_\_

***Respond to each question in 150 words or less***

1. **Why do you want to be on the GPSG Executive Committee?**
2. **Why do you want to be the GPSG Benefits Officer?**
3. **What can you bring to the position of GPSG Benefits Officer?**
4. **Outline a few ways you will support and follow through on** [**GPSG Resolutions**](http://www.indiana.edu/~gpso/adv/resolutions/) **passed by the Benefits Committee over the past couple years.**
5. **What are the top issues currently facing IUB graduate students that you anticipate the Benefits Committee will focus on in the upcoming academic year? How would you address these issues?**
6. **What is your strategy to encourage and maintain committee member involvement throughout the entire school year?**