

DASG INTERNAL ELECTIONS 24-25



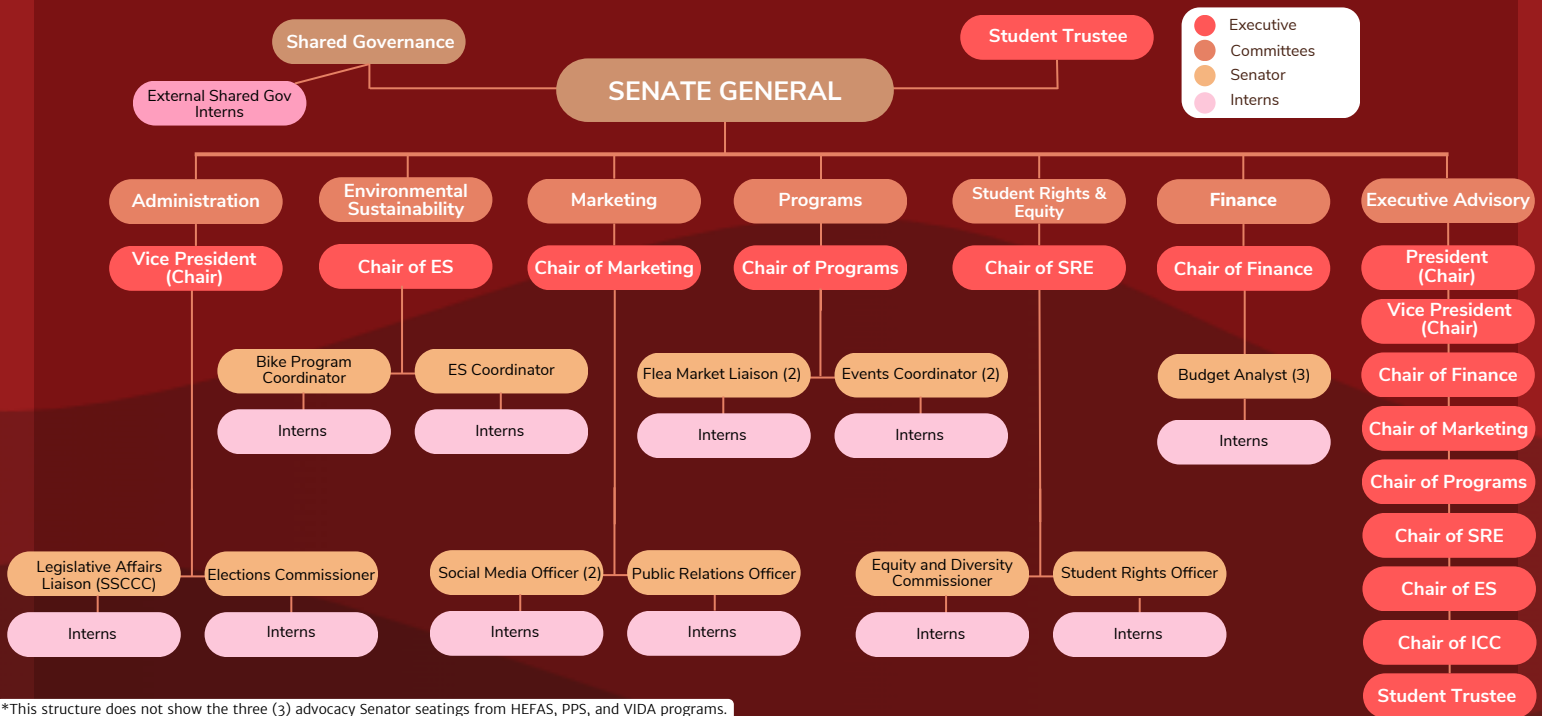
APPLYING TO BE A PART OF DASG?

CHECK OUT ALL INTERNAL POSITIONS AVAILABLE!



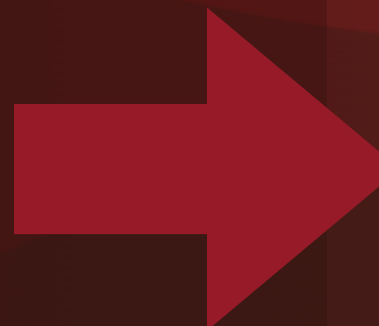


DASG SENATE STRUCTURE



*This structure does not show the three (3) advocacy Senator seatings from HEFAS, PPS, and VIDA programs.

Internal Officer
position
descriptions



ADMINISTRATION

LEGISLATIVE AFFAIRS LIAISON

Goal:

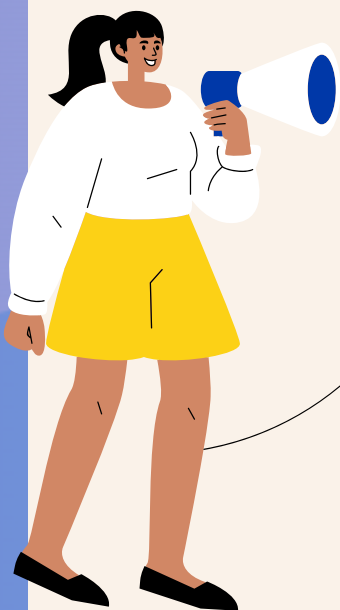
The Legislative Affairs Liaison is responsible for the **creation and amendment of the DASG bylaws**, as well as representing the interests of De Anza's student population to concerned administrators and individuals. Serving as De Anza's delegate to the Student Senate of California Community Colleges (SSCCC), the Legislative Affairs Liaison collaborates with other community college delegates to find solutions to regional problems.

Responsibilities:

1. Have a deep understanding of parliamentary procedures
2. Lead and delegate work to a team to draft resolutions that advocate for De Anza students.
3. Attend Student Senate for California Community College (SSCCC) regional meetings as the official De Anza College SSCCC regional delegate.
4. Represent the student interests and concerns of De Anza College students to ensure that student voices are heard at a college, district, and state-wide level.



VOTE



ELECTIONS COMMISSIONER

Goal:

The Elections Commissioner is responsible for **ensuring the fair and impartial administration of the De Anza Student Government (DASG) elections**. The primary goal of the Elections Commissioner is to uphold the integrity and transparency of the election process, while providing all candidates with a fair opportunity to campaign.

Responsibilities:

1. Ensure timely execution of the annual DASG elections
2. Comply with all articles and sections outlined in the DASG Elections Code
3. Aim to host and administer Elections Informational Sessions to ensure all applicants understand the timeline, requirements and elections processes. (6 sessions in Fall Quarter, 6 sessions in Winter Quarter)
4. Brainstorm ways to engage De Anza's student body and increase interest in DASG elections
5. Work with Chair and Vice-Chair of the Administration Committee to ensure that the elections is held in a fair, just, and respectful manner

FINANCE

BUDGET ANALYST (3 OPENINGS)

Goal:

Budget analysts have the power to make a direct impact on the **financial well-being of the De Anza student body**. With leadership and vision, they ensure that our budgets, General Budget (Fund 41) and Student Representation Budget (Fund 46) allocations, are not only allocated in an accountable, transparent, accessible, and equitable manner, but that we are also constantly innovating and finding new ways to maximize DASG revenues.

Responsibilities:

1. Manage and oversee all DASG funds and accounts, both budgeted and reserved, in accordance with the DASG Finance Code and ensure income and expenditure commitments are met.
2. Participate in budget deliberations in the months of October to March, including Friday and Saturday deliberation dates in the month of January.
3. Present completed budget draft to the FHDA Board of Trustees
4. Research and review other budget concerns and make recommendations to the DASG Senate.
5. Assign and oversee intern mentees in committee assignments such as budget interviews and follow up communications



MARKETING

SOCIAL MEDIA OFFICER (2 OPENINGS)

Goal:

The Social Media Officer acts as the **creative director** behind De Anza Student Government's online presence. The primary objective of this role is to build and maintain the organization's social media channels, and curate compelling content that will spark engagement with our diverse student body.

Responsibilities:

1. Create and edit marketing content appropriate to each social media channel
2. Ensure inclusive and ADA compliant design elements and materials
3. Oversee content delivery and coordinate with other DASG committees and programs
4. Manage content calendar and interns' tasks



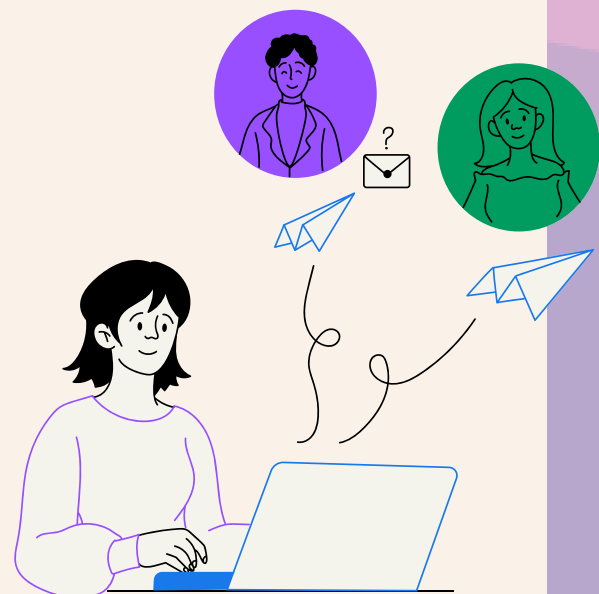
PUBLIC RELATIONS OFFICER

Goal:

The Public Relations Officer is responsible for **promoting and communicating** the organization's activities, accomplishments, and initiatives to the student body, the college administration, and the local community.

Responsibilities:

1. Develop and implement PR and marketing strategy for DASG
2. Work with the Social Media Officer in creating and distributing promotional materials for programs and events
3. Collaborate with other DASG members to ensure effective communication of organization's messages
4. Submit DASG senate promotional items to external groups, including but not limited to La Voz, Guided Pathways, Office of Communications, Inter-Club Council, and Associated Students of Foothill College



PROGRAMS

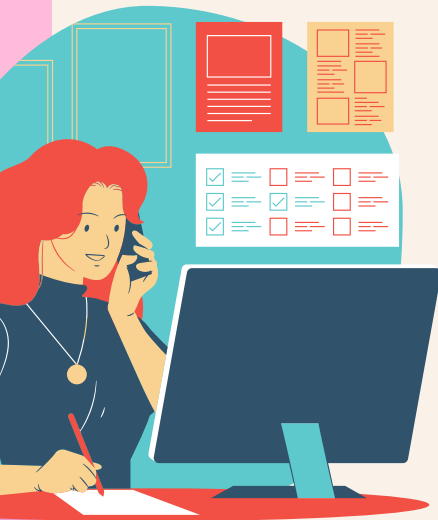
EVENTS COORDINATOR (2 OPENINGS)

Goal:

The Events Coordinator leads the charge of **orchestrating the perfect student experience** in the most engaging and unforgettable programs and events on campus. They will ensure that every event is executed smoothly and efficiently, while keeping track of its progresses. The Events Coordinator is responsible for delegating tasks to senators and interns and overseeing their progress.

Responsibilities:

1. Oversee all DASG hosted programs and events that develop, educate, enrich, entertain, and connect DASG Constituents.
2. Ensure all events accommodate accessibility requests.
3. Recommended to schedule and host equity, diversity, and inclusion focused events in collaboration.
4. Manage and delegate the Events Coordinator Senators and interns to work in teams to complete work necessary for all programs and events.
5. Work with the Environmental Sustainability Coordinator to ensure all DASG events are eco-friendly.



FLEA MARKET LIAISON (2 OPENINGS)

Goal:

Flea Market Liaison aims to foster a strong and mutually beneficial partnership between the **De Anza Flea Market and DASG**. They work with the Flea Market Coordinator to develop new initiatives and programming that improve the overall flea market experience for visitors and vendors alike. Through marketing campaigns and other outreach efforts, the liaison will raise awareness of the flea market.

Responsibilities:

1. Relay all Flea Market information on an as-needed basis to DASG Senate and the DASG Finance committee.
2. Assist and maintain DASG Flea Market operation.
3. Work closely with the Flea Market Coordinator to make improvements on Flea Market to generate more money to fund student activities and services.
4. Host events on the behalf of the DASG Flea Market to support students and generate revenue.
5. Mentor and delegate tasks to intern(s) of the Finance committee and DASG senate.
6. Brainstorm methods of increasing revenue within Fund 41 & 46



STUDENT RIGHTS & EQUITY

STUDENT RIGHTS OFFICER

Goal:

The Student Rights Officer is a **champion of student voices and opinions**, working to promote student life and create a welcoming and inclusive environment. By listening to student feedback, the Student Rights Officer is able to bring new ideas and initiatives to the table and foster good relations between students and the college as a whole.

Responsibilities:

1. Attend all Student Rights & Equity meetings
2. Report back to the Chair and Vice Chair regarding their tasks and delegate interns
3. Promote the continuity of services to students
4. Lead the quarterly student services fair and delegate tasks to respective interns
5. Ensure that all students feel comfortable voicing their opinions

EQUITY AND DIVERSITY OFFICER

Goal:

As the Equity and Diversity Commissioner, this role plays a crucial part in **promoting equitable practices** throughout De Anza Student Government and the school as a whole. By serving as an advocate for underrepresented groups, the Equity and Diversity Officer ensures that all students are represented and their voices are heard.

Responsibilities:

1. Attend all Student Rights & Equity meetings
2. Work collaboratively with different programs to promote equitable practices.
3. Lead respective interns
4. Organize programs, events, and workshops that bring awareness to and advocate for marginalized groups.



ENVIRONMENTAL SUSTAINABILITY

BIKE PROGRAM COORDINATOR

Goal:

The Bike Program Coordinator is instrumental in **advancing sustainable transportation** at De Anza College. This role is pivotal in managing and optimizing the Bike Program to ensure accessibility, efficiency, and sustainability in student transportation options. Through effective leadership and collaboration, the Coordinator ensures the program aligns with the college's broader goals of promoting eco-friendly practices and reducing carbon footprints.

Responsibilities:

1. Ensure that the Bike Programs runs efficiently
2. Maintain contact with the Rotary Club
3. Work with the OCL to manage the distribution of bikes and e-bikes
4. Review and approve any new applications
5. Ensure bikes are in good condition to be distributed
6. Mentor and delegate tasks to interns.



ENVIRONMENTAL SUSTAINABILITY COORDINATOR

Goal:

The Environmental Sustainability Coordinator leads the charge towards a **greener future for De Anza College**. They are responsible for leading efforts to promote sustainability and environmental awareness and developing and implementing programs that reduce waste and minimize the college's impact on the environment.

Responsibilities:

1. Research and recommend sustainability initiatives to DASG committees and programs
2. Plan and execute environmentally sustainable practices for DASG events and operations
3. Collaborate with other campus sustainability organizations and the Office of Sustainability to promote and advocate for sustainable practices
4. Maintain up-to-date knowledge of best environmental practices and emerging trends
5. Manage and delegate tasks to interns to complete necessary work for sustainability efforts
6. Act as an additional Events Coordinator on an as-needed basis
7. Promote and maintain the EcoFund budget



INTERESTED? APPLY!

1

Apply to a position of your choice after the application opens (Thursday, March 21st).

Application closes on Friday, April 19th at 11:59 PM.

Apply at:
deanza.edu/dasg/elections

2

Interview and voting sessions will occur during DASG General Senate meetings (Wednesdays 4–6 PM in the Student Council Chamber).

- April 24th - Finance & Marketing positions
- May 1st - Programs & Student Rights & Equity positions
- May 8th - Administration & Environmental Sustainability positions

3

Results will be announced at the end of each session.

Good luck!





HAVE QUESTIONS? CONTACT US!

WEBSITE:

deanza.edu/dasg/elections/

EMAIL:

DASGVICEPRESIDENT@FHDA.EDU

DASGPRESIDENT@FHDA.EDU

 [DeAnzaStudentGov](https://www.instagram.com/DeAnzaStudentGov)

 dsc.gg/dasg

 deanza.edu/dasg/

