



MAASU

Midwest Asian American Students Union

Board of Advisor Application

2016-2019



Dear Applicant,

On behalf of the Midwest Asian American Students Union (MAASU), I would like to thank you for your interest in helping students and the Asian Pacific Islander American (APIA) community. The Executive Director plays a critical role within the functioning of our team, our execution, and the overall operations of the organization. To best perform your potential role as Executive Director, please view the list of qualifications and responsibilities below.

Qualifications

- Bachelor's Degree from an accredited university
- Knowledge of and interest in the APIA Community
- Ability to communicate efficiently and effectively both orally and through written communication
- Prior experience working with or within a student organization
- Exceptional interpersonal skills in dealing with complex issues regarding diversity and social justice
- Must have excellent organizational skills
- Must be readily accessible to communications

Responsibilities

- Provide oversight of MAASU
- Attend MAASU Leadership Summit, Spring Conference, or MAASU ECC Retreats
- Communicate regularly with the Executive Director, ECC Chair, Board of Advisors, Graduate Advisory Council and Planning Committees for both the Leadership Summit and Spring Conference
- Attend teleconferences and other conference calls as needed
- Advise the Executive Director and Graduate Advisory Council
- Maintain records of all MAASU related materials including, but not limited to, Leadership Summit and Spring Conference materials, membership, and finances
- Must be able to establish and maintain professional and appropriate boundaries and relationships with students
- Able to dedicate 1-2 hours per week on MAASU initiatives including, conference calls, answering emails, advising ECC members, and other duties
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If you are interested in the position, please fill out the attached application, and send it in along with your resume. If you have any questions, please contact me through email at execdirector@maasu.org.

Regards,

Cleda M. Wang | Executive Director

MAASU BOARD OF ADVISOR APPLICATION

Personal Information

Name	Referred by	Date
Home Address	City	State
Work Address	City	State

Contact Information

Work Phone	Work Email	
Cell or Home Phone	Personal Email	
Skype	Goggle Chat	Twitter

Questionnaire

Have you ever been a member of MAASU ECC or ED?	YES	NO
Have you ever attended any MAASU Fall Leadership Summit and/or Spring Conferences? If so, how many?	YES	NO

Attachments

Please attach your resume to this application.

Please provide a list of 3 references.

Please attach a cover letter that addresses the following questions:

- Why are you interested in this position?
- What experiences, skills and knowledge will you bring into the position, and how could they shape the future of MAASU?
- What do you feel are major issues surrounding the APIA community in the Midwest?
- What is your experience working with or advising student organizations?

Please email your completed application to
Current Executive Director Cleda Wang at execdirector@maasu.org