

# The Executive Board

## La Alianza Latina

### President

- Calls to order and leads Executive Board meetings and General Body meetings
- Oversees, plans and coordinates events led or sponsored by La Alianza Latina
- Communicates with other student organizations and community members for potential programming opportunities
- Representative at the Latino and Latin American Leadership Council

### Vice President

- Aids President all tasks delineated above
- President and Vice President work very closely together; in their discretion, they can decide to lead La Alianza Latina as Co-Presidents

### Secretary

- Takes Executive Board meeting minutes
- Takes attendance at General Body meetings and tracks voting eligibility
- Maintains Blitz account

### Treasurer

- Manages financial duties of La Alianza Latina
- Prepares, edits, and defends COSO Programming Requests
- Serves as a liaison with COSO
- Ensures that all COSO policies are followed

### Historian

- Keeps summaries and all records of events and other activities sponsored by La Alianza Latina
- Heads special projects and is the point person for these committees
- In charge of maintaining institutional memory

### Campus Programmer/Photo Editor

- Point person for campus programming (Reservations, advertising, photography)
- Manages the Alianza Facebook page and website