

Environmental Education Association of Illinois Student Recruitment Chair Job Description

In 1972, a group of committed and concerned environmentalists (both conservationists & educators) founded the Environmental Education Association of Illinois (EEAI). Since that time, members of EEAI have provided leadership at the national, state, and community levels. The strength of EEAI comes from its members. Their participation in events ranging from national to local levels helps to raise the profile of environmental education and challenges decision makers to give environmental concerns a priority. Today, EEAI is made up of a group of concerned citizens who are interested in educating people of all ages about the importance of understanding and protecting the environment.

EEAI is governed by a Board of Directors. The state is divided into five regions, each of which is served by two Regional Directors (three in the northeast region). Regional Directors have responsibilities both to the members of EEAI and to the Board. Board members are required to attend all Board meetings and EEAI sponsored events as possible.

Ex-Officio Board Positions: Public Relations Chair; Membership Chair; Governmental Affairs Chair; Nominations and Elections Chair; Awards Chair; NAAEE/ Illinois Audubon/ Illinois EPA Liaisons; and Student Recruitment Chair. These Board positions are obtained through appointment by the Board of Directors and have no term limits. Ex-Officio Board positions report directly to the Board of Directors with responsibilities to ultimately serve the general membership of EEAI through conducting organizational duties specified within the constitution. While these positions do not have voting privileges, they are highly visible state seats and therefore allow the Chairs to have input on all matters of the organization, privileges of bringing matters before the Board for review, and to act as consultants and leaders for all issues pertaining to their committees. While it is not required of Ex-Officio Board members to attend all Board meetings, it is highly recommended.

Job Description: Student Recruitment Chair

1. Develop relationships with students at community colleges and universities, especially those who are members of environmental clubs or are studying education or sustainability.
2. Communicate with Regional Directors about opportunities for increasing student memberships.
3. Maintain monthly communication with the Membership Chair about new and renewing memberships.
4. Submit quarterly Board reports by the deadlines provided (before each Board meeting).
5. Provide information for student membership inquiries.