Hall Council Position Descriptions

Each hall has their own Hall Council (HC) that leads the programmatic and community development efforts in their hall. The HC is advised by the Assistant Resident Director (ARD) and Resident Director (RD) in each hall and typically has elections at the beginning of each semester to fill open positions.

**Hall President** - The President gives direction to the Hall Council. This person must conduct the meetings as well as serve on committees that are formed by the Hall Council. This person is the coordinator for all activities and is the person which the other members of the HC can go to and get information from. This job requires a person that can deal with the different members of the HC and give a stable platform that allows everyone to be able to discuss issues and their ideas to resolve those issues. The president is the leader of the hall's HC but is also a diplomat to all members of RHA.

**Hall Vice President** - The hall Vice President is the right-hand person of the hall President. Often working behind the scenes to get the job done, the hall VP actively supports all members of the executive board in completing tasks, organizing meetings and programs, and stepping in for the President if they are not able to be present for a meeting, program, or committee.

**Hall Secretary-Treasurer** – The Secretary-Treasurer assists in maintaining the meeting minutes, helps advise the allocation of funds, and oversees the administrative side of the Hall Council. The Secretary-Treasurer helps with all publications for the hall including program advertisements. They work closely with the President and Advisors to keep the students informed of the money spent and available.

**Hall Social Chairs (1+)** - The hall Social Chairs are the main people responsible for setting up activities for the hall’s residents. They are the people generally in charge of getting events, hall tournaments, and other FUN activities together. The persons elected in this position are the planners for the activities and serve as chairpersons for any committees that plan major activities. The social chairs are also involved with committees that handle major events. They work closely with the RHA Director of Programming to advise campus-wide activity planning as part of a programming committee.

**Hall Facilities Technician** – The hall Facilities Tech oversees the RHA Services kept at their front desk. They keep the Hall Council aware of new purchases needed to improve the amenities available to residents and suggest repairs or replacements to items that see a lot of use. They work with the RHA Director of Services to offer services to residents.

**Hall Representative** - The Hall Rep acts as the voice of the halls during the weekly RHA Executive Board meetings. They are asked to present fund requests to the Exec Board so feedback can be given directly to the halls prior to them being presented to the Senators for a vote. They are also encouraged to voice their opinions as events are planned or as information is prepared to be given to the Senators. While the Senators act as the voting representatives, the RHA Reps have the chance to be more intimately involved in planning and relaying information to and from their halls from RHA. The Hall Rep also serves on RHA committees that push campus initiatives forward.

**Hall Senators (2)** - The hall Senators are the representatives for their hall at the RHA Senate meeting every Wednesday evening. They are the voices and vote for the hall, they receive information at the RHA Senate Meeting and relay it to their hall, and they take information about their hall (such as upcoming activities that are open to all the other halls) to the RHA Senate. The Senators also introduce fund requests to the RHA Senate that are then put to a vote.

**Hall At-Large Member** – At-Large members are individuals who might not feel passionate about any one position but want to be involved in the various roles of the Hall Council. At-Large members can assist any of the other positions to fulfill responsibilities or can serve on any RHA or Hall Council committee.

**Community Representative** – Community Reps are appointed or elected by each floor, suite, Quad, or apartment to represent the accomplishments and challenges of their community to the Hall Council. They assist in the creation of community standards, called Community Living Agreements, and give voice to their community’s suggestions and opinions regarding Hall Council or RHA business. See your RA for more information or volunteer.

**Other Possible Positions – created on an as-needed basis (See your ARD for more information):**

- **Hall Community Involvement Coordinator** - The CIC is charged with getting residence hall students involved in the Bozeman community. This can include service projects through NRHH or identifying charities an event could help benefit through donations.

- **Hall Historian** – The hall historian is responsible helping the Hall Secretary and Hall Social Chairs to take pictures of Hall Council events. They can also assist the ARD and/or President in managing hall social media accounts.

- **Hall Wellness Director** - They responsible for programming, needs assessment, and organization of wellness activities for the hall.

- **Hall Sustainability Chair** - The hall Sustainability Chair works with the ResLife staff of their hall as well as the Hall Council to provide adequate programming and education to hall residents about efforts to stay green and improve the sustainability efforts of the hall and campus as a whole.