The **Student Advisory Board Executive Committee** consists of the following roles. The students in these positions will work with each other and the members-at-large to manage the activities of the SAB.

**President**
The President leads and plans all SAB meetings and is the head of the Executive Committee. The President is responsible for managing and maintaining workflow within the SAB as well as ensuring that all tasks are completed in a timely fashion.

**Vice President of Social Media and Marketing**
The Vice President of Social Media and Marketing manages the SAB’s Instagram and Facebook accounts. This position oversees social media initiatives featuring student posts about art, the Museum, and the Museum’s collections. This position also works with Museum staff to develop marketing materials and campaigns for SAB events, and coordinates marketing opportunities for the group (including the semiannual ODUS Student Activities Fair). This position makes regular updates to the SAB website.

**Vice President of Programs**
The Vice President of Programs is responsible for managing SAB-sponsored events, including the visiting artist talk. This requires overseeing all Zoom program logistics, such as tech rehearsals, and coordinating with program presenters. When programs resume in-person, this position will oversee entertainment, performers, food, and building services before the event as well as overall event logistics.

**Chair of Student Outreach**
The Chair of Student Outreach is responsible for organizing and executing SAB co-sponsored events. This includes collaborations with other student groups and University organizations. This position also oversees volunteers for all student outreach activities.

**Chair of Community Outreach**
The Chair of Community Outreach is responsible for organizing and executing programs and activities that connect the Museum to Princeton University’s surrounding communities. This can include bringing community groups to campus to experience our collections and exhibitions. Additionally, the chair can coordinate community service opportunities for the SAB, encouraging members to visit and engage with surrounding communities.

**Chair of Diversity and Inclusion**
The Chair of Diversity and Inclusion is responsible for supporting the SAB’s diversity, inclusion, and anti-racism initiatives. This position will coordinate trainings for the SAB with the Office of Diversity and Inclusion and organize a list of resources, including readings, videos, and campus events focused on diversity and inclusion. Additionally, this position will explore collaborations with other student groups and campus organizations around these topics.

**Chair of Alumni Outreach**
The Chair of Alumni Outreach is responsible for organizing a virtual Reunions networking event with alumni working in the arts. This position is also responsible for working with the VP of Social Media and Marketing to create a biannual e-newsletter about SAB events and projects for alumni.

**Secretary**
The Secretary records the minutes of during each meeting, takes attendance, and keeps records of SAB programming and events for future reference. It is imperative that the secretary attend all SAB general membership meetings.