



Tufts University Social Collective
2018-19 Position Description

Film Series Co-Coordinator

Programs Planned Under this Position:

- Weekly Film Screenings (Th, Fr, Sa)
- Special Events, Including
 - Outdoor Movie
 - Oscars Party
 - Trivia Nights
 - Movie in the Pool
 - Halloween Movie Marathon
- Welcome Weekend
- Winter Weekend

Additional Responsibilities:

- Maintain a safe, healthy, and inclusive environment during all TUSC events
- Work collaboratively with other TUSC members to ensure the overall success of all TUSC events and programs
- Remain in good academic and judicial standing with the University at all times
- Abide by the [Tufts University Student Handbook](#)

Time Commitment:

- Volunteer regularly at TUSC events both that you host and hosted by other TUSC groups
- Attend regularly scheduled Film Series Meetings
- Facilitate Weekly Film Screenings, as needed based on scheduled coverage
- Attend bi-weekly TUSC meeting on Wednesday's at 12pm (free period)
- Attend bi-weekly sub-group meetings with your advisor (scheduled based on your availability, M-F 9-5, but not 12-1pm)
- Participate in a weekend-long (overnight) retreat in September
- Participate in a day-long (on campus) regroup in January
- Regularly check and respond to email communication, including outreach to vendors

Compensation:

- This position is a volunteer position, no stipend or wages are provided
- Members receive a uniform to wear during events
- Members receive a complimentary ticket to the events they plan
- Members receive priority of any giveaway items from events, when available