

THE SCTA EXECUTIVE BOARD

General Responsibilities:

- Voting members of the SCTA board must carry at least **six (6) units per semester/quarter** with a **GPA of 2.5 or better**. Requirements may be waived for special circumstances, subject to CTA review.
- Must be SCTA members in good standing and not sign a full-time teaching contract with a public school district. (Exception is made for the Past Officer, who may be a first-year teacher).
- Building SCTA membership - recruiting and retaining members.
- Being responsive and accountable to all SCTA members. Respond to frequent communication.
- Representing SCTA in a professional manner. Maintain the oath of office.
- Writing articles for the "I Choose to Teach!" newsletter.
- Attending all meetings.
- Responsible for working as a team with other SCTA Board members.
- Advocating on behalf of public education and pre-professionals.
- Specific and full responsibilities listed in Standing Rules.

President

- Attend: NEA Aspiring Educators Conference, June 28-July 1, 2022 Dallas, TX; CTA Presidents Conference, July 14-17, 2022, (TBD) and the CTA Equity & Human Rights Conference, March 3-5, 2023, (TBD - North).
- Presides at the meetings of the SCTA Executive Board and Collaborative Forum.
- Serves as the official spokesperson of the Association and its policy leader.
- Coordinates the SCTA Fall Event.
- Attend the CTA Equity & Human Rights Conference Planning Committee meetings and the Martin Luther King Jr. Memorial Scholarship Committee meetings*.
- **Must have junior academic standing by the fall term of the presidential year and have completed one full year of service on the SCTA Board.**

*Attendance at these meetings and events is upon appointment by the CTA and/or NEA Board of Directors.

Executive Vice President

- Performs all duties of the President in her/his absence.
- Chairs the Membership Committee and responsible for planning statewide membership programs.
- Coordinates the SCTA Collaborative Forum.

Secretary-Treasurer

- Recording and distributing minutes for all meetings.
- Provide budget updates at each meeting.
- Administrative duties (i.e. reminders to the Executive Board).
- Compile the year-end report.

Regional Vice Presidents (3: Northern, Central and Southern)

- Work with the Executive VP in coordinating statewide membership programs.
- Work directly with chapters, leaders and members in their region to provide resources, support, etc.
- Planning any regional events as assigned by the Executive Board.

Social Justice Advocate

- Identifying and monitoring underrepresented minority concerns (not addressed by EMR and those that may arise in the future) regarding educational issues and Association activities.
- Focuses recruitment of ethnic and underrepresented students.

- Co-chair the Student Ethnic Minority Affairs Committee (SEMAC).
- Attend additional conferences:
 - CTA Equity & Human Rights Conference, March 3-5, 2023, (TBD - North).
 - LGBTQ+ Issues Conference, October 28-30, 2022, (TBD) when held by CTA (regionally).
 - Regional social justice conferences (non-CTA), budget permitting.
- Work directly with chapters, leaders and members in their region to provide resources, support, etc.
- SJA will be designated as a CTA Human Rights Contact or Women's Issues Contact, respectively, and attend Contact training, July 17-18, 2022 (TBD).
- Planning any regional events as assigned by the Executive Board.

Ethnic Minority Representative

- Identifying ethnic and underrepresented minority concerns and issues.
- Focuses recruitment of ethnic and underrepresented minority students.
- Chair the Student Ethnic Minority Affairs Committee (SEMAC).
- Attend the CTA Equity & Human Rights Conference, March 3-5, 2023, (TBD - North).
- EMR will be recommended to serve on the CTA Good Teaching Conference Planning Committee.
- EMR will be designated as a CTA Human Rights Contact or Women's Issues Contact, respectively, and attend Contact training, July 17-18, 2022 (TBD).

Communication Editors (3)

- Attend the CTA Summer Institute Communications Strand at UCLA, July 24-28, 2022 (Mon-Thu).
- Responsible for SCTA publications and website content.
- Plan a newsletter timeline and work with the board and members to submit articles.
- Publish six issues of the "I Choose to Teach!" e-newsletter.

The following Board positions are not elected at the Student CTA Collaborative Forum:

Liaison to the California Commission on Teacher Credentialing (CCTC)*

- Attends all CCTC meetings and promptly submits reports to the board (approximately 6).
- Attends the CTA Liaisons meeting and Credentials and Professional Development Committee meetings at State Council.
- Attendance at statewide conferences.
- Represents students' interests.

***This position is appointed by the CTA Board of Directors, and not elected at the Collaborative Forum.**

Past Officer*

Ex-officio non-voting member of the SCTA Board

- Chair of the Elections Committee.
- Conducts elections for NEA RA delegates, State Council Reps and the Executive Board.
- Serves as Parliamentarian.
- Must have served on the board previously and may be a CTA member (first-year teacher).

***This position is appointed by the incoming and outgoing board members immediately following the Collaborative Forum.**

State Council Reps (4) *

- Vote and represent student and pre-professional interests on CTA's policy body, State Council.
- Attend assigned committee and subcommittee meetings of State Council.

***These positions are elected via an all-member paper ballot.**