Alternative Breaks Committee Director

The Alternative Breaks program provides UW-Madison students multiple opportunities to take action on contemporary issues which are important to them by providing opportunities for students to develop service trips specific to an issue they care about, to volunteer and learn alongside culturally and geographically diverse communities, and put their knowledge and experience into practice in the Madison community. Through the service-learning trips during university breaks, the Alternative Breaks Committee brings WUD’s philosophy of multicultural education into a “hands-on” context, providing students an opportunity to work together with their peers in a cooperative leadership model, as well as facilitating students’ interaction with issues impacting different populations in our society. Alternative Breaks presents a unique opportunity for students to bond together while serving the common good. The Director facilitates all aspects of this mission, from committee organization to trip planning, participant orientations, and post trip programs. This position works in partnership with a program advisor.

Director Duties

1. Chair weekly committee meetings, attend weekly WUD meetings, hold general office hours, and participate in cooperative WUD projects and activities.
2. Responsible for the oversight, direction, development, content and all administrative aspects of the alternative breaks program, including individual trip budgets and the overall committee budget.
3. Facilitate the recruitment, training, and recognition of committee Associate Directors, committee members, and trip participants.
4. Facilitate and encourage committee involvement in all aspects of alternative breaks programming, including trip planning, orientations, and educational programming.
5. Promote and support the personal and professional leadership development of committee members
6. Facilitate the trip application process and serve as the primary contact for trip applicants.
7. Collaborate with members of the committee leadership team to coordinate and implement their respective duties for WUD Alternative Breaks.
8. Work with the Alternative Breaks program advisor and committee leadership to develop a plan for spending the additional monies available through the Meissner Trip Scholarship Fund.
9. Serve as Alt Breaks liaison between University Staff, non-profit organizations, and host sites.
10. Work with committee leadership, general members, and trip participants to develop and implement educational programming and orientations before and after the alternative break to supplement the volunteer experience.
11. Develop Alternative Break experiences to accommodate non-driving International students, students with disabilities, and other student populations who are underrepresented in this program.
12. Continue implementation of all program recommendations from the Union Council Alternative Breaks Study Subcommittee, including increasing the number of the orientations, redeveloping the cooperative leadership roles, reworking the trip scholarship process, and redeveloping aspects of the trip application.
13. Continue to review and assess best practices for alternative breaks programming, including exploration of opportunities outside of the university either through conferences or training programs.
Additional Responsibilities

- Continue development and review of the Alternative Breaks Director Transition Binder as a mechanism for passing information to the incoming director which is relevant to the long term policies, procedures, and mission of the Alternative Breaks Committee and better support the continuity and ongoing development of the committee.
- Serve on a Union Council subcommittee
- Cultivate new and maintain existing relationships with other service travel groups

Term of Office

May – May

Academic Year: 20 – 25 hours per week

Remuneration

- 60% of instate tuition stipend
- Food Stipend: 50/mo for 8 months
- Lifetime Union Membership

Last updated: 12/21/2015