



WUD Wellness Pilot Committee

Committee Director

Overview

- This position is a volunteer leadership position with the Wisconsin Union Directorate (WUD) student programming board.
- Each committee of WUD is committed to amplifying the voices of underrepresented communities through thoughtful and deliberate programming that targets societal issues. WUD leaders have an obligation to use the privilege of our organization and the power of our positions to continually educate ourselves and provide the same opportunities to our communities.
- Successful applicants for WUD Leadership positions will demonstrate a commitment to social justice during the interview process. Upon selection, WUD Leaders will commit to committee process and programming efforts that continually address the inequalities our campus, country, and global communities face due to racial, environmental, societal, and other types of discrimination.
- Given the significant time commitment of WUD Committee Director positions (20 – 25 hours, weekly), a stipend is provided to increase the likelihood these volunteer leadership positions are accessible to all students. An academic stipend provides 60% of yearly in-state tuition based on the prior year and will be distributed at the beginning of each semester. The stipend amount is based on in-state tuition, regardless of your own student status of in-state or out-of-state. Additionally, \$50/month is provided on the student's Wiscard for 8 months in gratitude for each student's service. Students also receive a Lifetime Union Membership upon completion of their terms.
- WUD Committee Director Positions run May – May yearly and include one mandatory, three-day training in August.

Committee Purpose

The WUD Wellness Committee designs and executes engaging programs that foster a vibrant, alcohol-free campus culture, promote mental health and wellness, and encourage meaningful connections among students. This committee will contribute events to the "Find Your People" friendship making initiative and initiate daytime random acts of kindness tied to mental health and wellness promotion. By providing diverse opportunities for students to connect and recharge, the committee plays a vital role in enhancing the university's wellness initiatives. This may be achieved through a variety of program formats including but not limited to themed monthly events, Tap turnoffs, Game-Day Watch Parties and Tailgates, daytime pop up events, and monthly late-night events, such as silent discos, game shows, or slumber parties. The committee director works in partnership with the program advisor.

General Responsibilities of a WUD Director

- Begin meeting weekly with your committee advisor in the period between your selection and the end of the spring semester.
- Begin recruitment and selection of Associate Directors (ADs) between your selection and the end of spring semester. Train them in the responsibilities of their role.
- With your advisor, Develop and submit a budget for the first six weeks of fall semester by the end of June.
- Chair weekly meetings of the committee and leadership team during the academic year. Attend weekly meetings

with your committee advisor. Hold additional meetings as needed.

- Hold general office hours in Memorial Union or Union South (typically 10 hours per week).
- Participate in weekly Directorate meetings, using officers and fellow directors as resources. Perform action items as required. Participate in cooperative WUD projects and activities.
- Serve on a Union Council Advisory Board (generally one meeting per month).
- Work with your team to establish individual and committee goals and procedures for programming.
- Responsible for the oversight, direction and all administrative aspects of the committee program, including individual program budgets and the overall committee budget.
- Assess and evaluate individual programs and processes of the committee.
- Be responsive to and maintain communication with your advisor, ADs, committee members, and other Union representatives (such as Union Officers, Marketing, Campus Event Services, etc.)
- Actively communicate with Union Officers about the needs and goals of the committee.
- Follow the policies and procedures of the Wisconsin Union, Directorate, and the committee. ✓ Promote Directorate committees and the organization at the student fairs and other recruitment opportunities, including Wisconsin Welcome events that take place over Labor Day weekend.
- Build a sense of community within the committee by fostering a welcoming and inclusive environment for all committee members.
- Actively recruit committee members and develop a sustained and growing committee membership.
- Directly involve committee members in all aspects of planning and enacting programs.
- Familiarize committee members with available resources and encourage them to utilize these materials to strengthen programming and curate an intentional, inclusive and responsible program.
- Organize a benchmarking trip or workshops to build committee knowledge and skill.
- Encourage committee members to apply for leadership positions.
- Solicit ideas, input, and opinions from both the committee and external sources (collaborators, campus departments, and community members) to inform committee programming.
- Increase campus presence by pursuing opportunities to coordinate, publicize and host collaborative programs within WUD and throughout the campus community with Registered Student Organizations (RSOs) and campus departments.
- Ensure all digital materials are stored on the committee Google Drive or the Union's shared drive.
- Review and update the onboarding materials for the incoming director.
- Participate in the spring WUD Welcome and Directorate meetings, annual WUD Fall Retreat (3 days in late-August), facilitate AD training, and participate in additional leadership training as mandated by the officer team.

Committee-Specific Responsibilities of the Director

- Develop, working with the WUD Wellness advisor, an understanding of the Wellness program and its policies and procedures.
- Familiarize yourself with the programming needs of the university community regarding alcohol free programming, programming for students in recovery.
- Ensure WUD Wellness Committee is adequately promoting all programs, utilizing the Find Your People branding, and establishing relationships with Union marketing, communications.
- Relationships fostered for programming have included:
 - UHS
 - Rec Well

Last Updated: December 2024