

Information Packet

Thank you so much for your interest in Student Advocates for Rare Diseases' international leadership elections for the 2024-2025 year!

Basic leadership requirements:

- Be able to speak, read, and write in fluent English
- Be a part of the Student Advocates Program
- Be able to work in a team environment
- Know when to ask for help or when to help others
- Be able to search for opportunities and ideas on your own that might help SARD as a whole
- Be hardworking, confident, kind, and committed

Elections:

- Opening November 1st via Google forms, posted on the elections page on SARD's official website
- Answer basic informational questions about yourself
- Answer short open response questions about why we should choose you for our leadership team
- Finalists will be chosen out of the submitted applications for interviews
- Official board will be chosen from the finalists
- Terms will last until around the beginning of the next US school year

Open positions listed on the next page:

Up for election:

Project Directors

All of our project directors are able to manage one of our projects, sign community service forms, track impacts on Google sheets, communicate ideas and opportunities with other student advocates, help spread SARD's mission and core values. There are three projects whose directors are up for election this year:

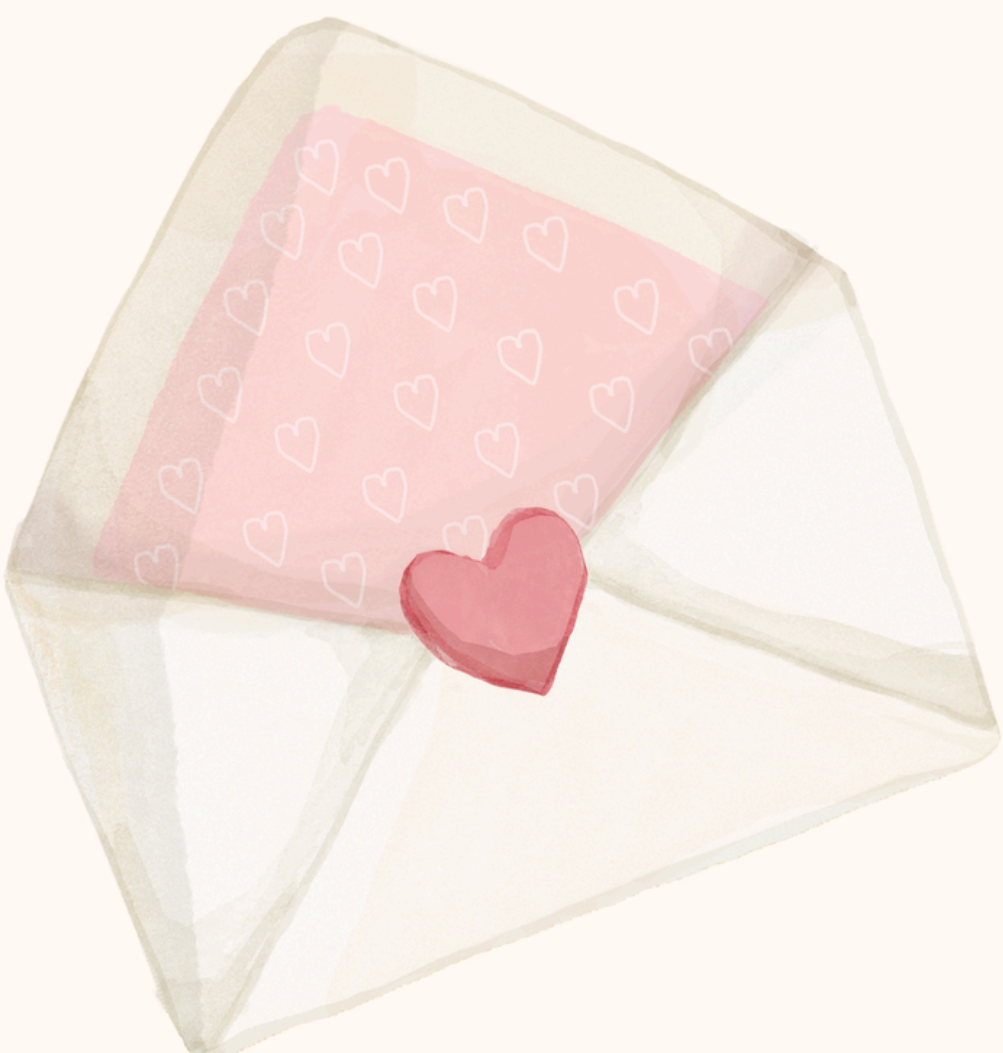


Care Packages Project Director

- Be in charge of our Care Packages Project
- Help chapters coordinate packaging sessions
- Look for partnerships with hospitals and other organizations interested in funding or helping make/donate care packages

Connections Project Director

- Be in charge of our Connections Project
- Help chapters coordinate connections events
- Create new ideas for events
- Look for partnerships with hospitals and other organizations interesting in connections events



Letters and Art Project Director

- Be in charge of our Letters and Arts Project
- Help chapters coordinate letters and art creation events
- Look for partnerships with hospitals and other organizations relating to letters and art

Up for election:

SARD Stories Directors

Articles Director

- Read over submitted articles and help edit them to be posted on the website
- Keep track of participants and views
- Communicate with other student advocates about new ideas and topics to write about
- Look for partnerships with hospitals and other organizations who might want an article written about them
- Be able to write for SARD Stories
- Proficiency in English language and conventions



Podcast Director

- Listen to submitted podcast episodes and edit them to be posted on our Spotify
- Keep track of participants and views
- Communicate with other student advocates about potential people to communicate with and help organize interviews when needed
- Look for partnerships with hospitals and other organizations who might want to be interviewed
- Be able to interview others and provide guidance
- Be able to make episodes for SARD stories



Up for election:

Other positions

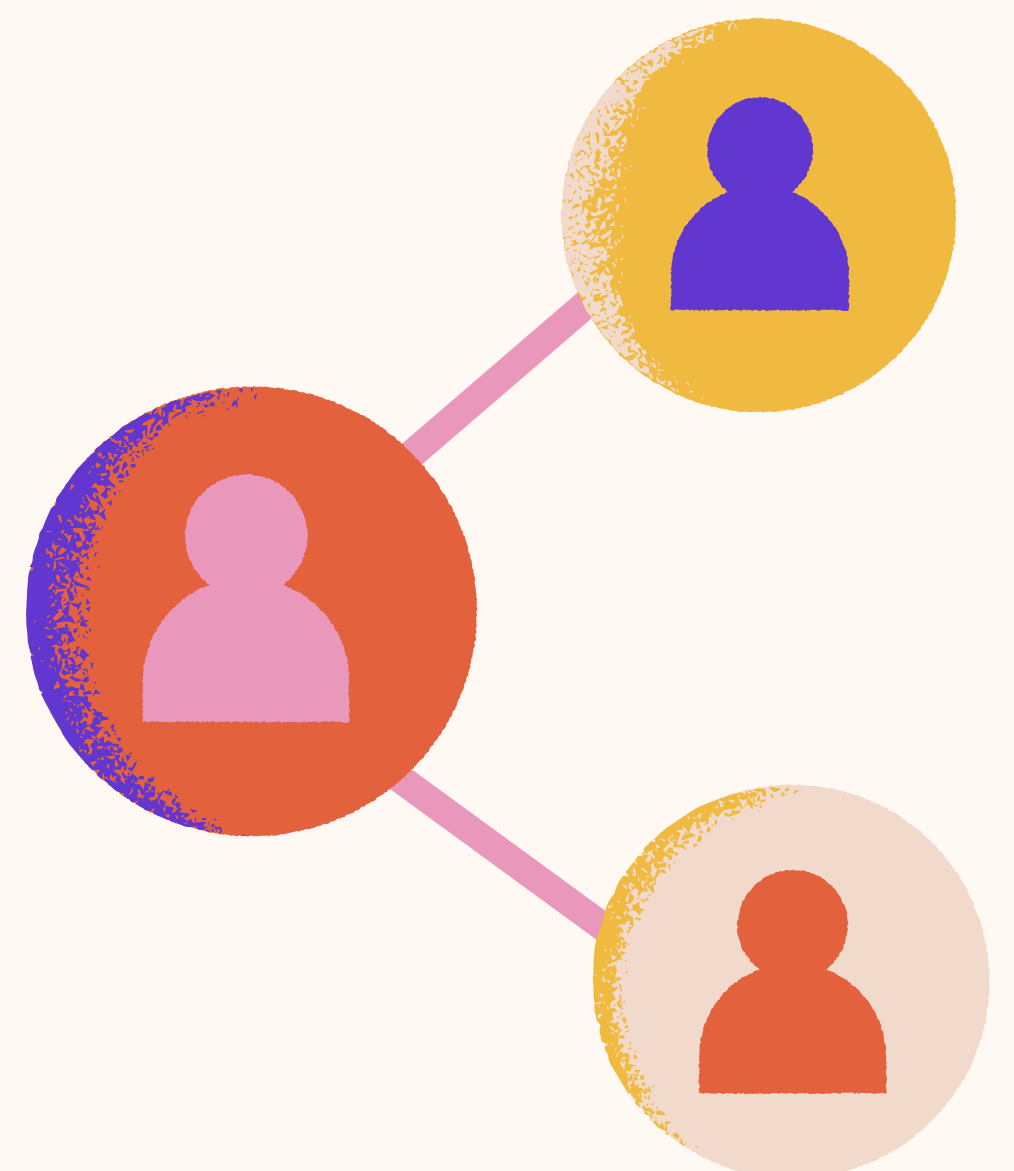


Donation Drives Director

- Answer questions about donation drives
- Email and help coordinate drives across all geographic locations
- Keep in touch with people doing donation drives/give guidance
- Press the importance of running donation drives while coordinating with SARD leadership instead of independent drives
- Prompt those doing donation drives for media to post on our socials and on our website
- Keep track of participants, items collected, locations, and number of total drives

Social Media Director

- Create thoughtful and well-done posts for SARD's socials
- Post about awareness
- Post to help spread SARD's mission
- Focus posts around SARD's core values, current events, new SARD stories, project news, and emphasizing SARD's growing global impact on the rare disease community
- Prompt other student advocates for media for posts
- Create new ideas with our leadership how to grow SARD through socials





Thank you so much for your interest! Any questions regarding joining the Student Advocates Program or elections in general? Feel free to email the following:

President:

Emily Naum - emilynaum.sard@gmail.com

Student Advocates Program Director:

Andrew Xia - andrewxia.sard@gmail.com