



THE COMMUNITY ENGAGEMENT AND SERVICE-LEARNING CENTER  
SERVING THE JOHNS HOPKINS UNIVERSITY SCHOOLS OF PUBLIC HEALTH, NURSING, AND MEDICINE

# SOURCE GOVERNING BOARD

## STUDENT REPRESENTATIVES' ROLES & RESPONSIBILITIES

*The following is a brief overview of the roles and responsibilities of students on SOURCE's Governing Board. Student Governing Board members are expected to contribute a minimum of 4 hours of service per month.*

### Meetings & Events

- ❖ Attend SOURCE's full Governing Board quarterly meetings (with deans, faculty, students, staff)
- ❖ Participate in quarterly Steering Committee meetings and activities
- ❖ Volunteer to assist with events as needed (Tri-School Days of Service, Community Involvement Fair, National Volunteer Week, Baltimore Week, service project group leaders, Donation Drives)

### Decision-Making

- ❖ Assist in the decision-making process related to CBOs that are interested in becoming SOURCE partners (discussing pros/cons of CBO partnership, conducting initial interviews, going on site visits to ask questions/gather information, voting whether or not to approve a CBO as a partner) - more details can be found on our website here: <https://SOURCE.jhu.edu/who-we-serve/information-for-baltimore-community-based-organizations/apply-to-become-a-source-partnering-community-based-organization>
- ❖ Help guide the direction of the center by presenting new ideas for possible activities and center improvements to SOURCE

### Communication

- ❖ Respond to SOURCE's inquiries/requests that occur between meetings in a timely manner
- ❖ Discuss topics of importance surrounding community-academic partnerships with SOURCE, its Governing Board, and Community Council members

### Connecting Students

- ❖ Serve as a contact for other students that are interested in learning more about SOURCE, community service, and service-learning opportunities (including tabling at the 3 Schools)
- ❖ Encourage individual students and student groups to partner with SOURCE on relevant programs and activities
- ❖ Share relevant updates and ideas from the Schools with SOURCE

**JHU SOURCE**

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### School-Specific Functions

- ❖ Aid in advertising and promoting SOURCE events and activities throughout the Schools (outreach, posting fliers, sharing announcements, social media, in-class announcements and presentations, etc.)
- ❖ Help to plan SOURCE programs through steering committee work, and recruit others within respective Schools to do the same
- ❖ Advocate for community engagement initiatives within your school and keep SOURCE updated on School-specific community engagement work

### Steering Committee Service

Each Student Governing Board member is expected to serve on a SOURCE Steering Committee:

- ❖ **Reflection Leaders:** Student Reflection Leaders are trained in critical reflection practice. They are then taught how to design and facilitate reflection in connection to SOURCE programmatic offerings, student group service activities, and key societal events. Reflection Leaders serve as key partners in designing and reviewing materials, as well as discussing opportunities to support the Student Experience.
- ❖ **Brand Ambassadors:** While all Student Governing Board Members are expected to represent SOURCE in our three Schools, the Brand Ambassadors act as our most accessible representatives for students on campus, and are responsible for assisting with specific components of SOURCE's communications efforts including:
  - ▶ disseminating key information about program recruitment or events, both on campus among classmates and on social media
  - ▶ creating content such as interviews with community-engaged students, short articles, or social media posts throughout the academic year to be published on SOURCE's digital platforms
  - ▶ identifying potential channels for reaching more students with information about SOURCE activities and programs
  - ▶ brainstorming additional strategies to improve SOURCE's visibility and communication across our three schools
  - ▶ identifying students and student organizations to share their stories of impact

### Our Mission

SOURCE's mission is to engage the Johns Hopkins University health professional schools and Baltimore communities in mutually beneficial partnerships that promote health and social justice.

Additional information about SOURCE is available online at [SOURCE.jhu.edu](https://SOURCE.jhu.edu)

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