
EAST BRUNSWICK EDUCATION ASSOCIATION

575 Cranbury Road, Suites B1 & B2, East Brunswick, NJ 08816

NOTICE OF POSITION VACANCY



Position: Scholarship Chair
(July 1, 2017 thru June 30, 2018)

Stipend: \$472.00 per year

POSITION OVERVIEW

The Scholarship Committee is an East Brunswick Education Association committee that consists of involved EBEA members promoting Scholarship Funds developed by the Association. The Scholarship committee chair is responsible for:

1. Send out annual and/or quarterly appeals for membership donations;
2. Promote collections at EBEA Social Affairs;
3. Researches ways to collect donations using outside foundations to contribute to the fund (AmazonSmile, etc.); and
4. Hold a position on the EBEA Shelli Fishman Memorial Scholarship Committee selection team.

POSITION REQUIREMENTS

As chairperson of the Scholarship Committee you will be required to:

1. Attend monthly Rep Council meetings and report out to the council important information pertaining to your committee. (meetings are one Weds per month from 4:00pm - 5:30pm).
2. Attend trainings sponsored by NJEA to assist you in this role of outreaching to members. (free training sessions available: NJEA Summer Leadership Conference during the first week of August, MCEA Overnight, other various NJEA/MCEA trainings)
3. Write a news article for the EBEA newsletter and additional articles as needed.
4. Present the EBEA Philanthropic Scholarship Award at the East Brunswick District Senior Awards Ceremony in June.
5. Work with the EBEA president throughout the school year.
6. Keep a Time Log of hours you work chairing this position.
7. Explore possible workshop topics for our members and host an EBEA workshop.
8. Attend the new member luncheon at the end of August. (typically the last week before the start of the school year)

Interested applicants should write an essay as to why they feel they would be a good quality candidate for this position. Essays are to be sent to the EBEA office (ebea575@hotmail.com) by the deadline date of August 15, 2017.