



## Data & Surveys Chair

**Position Description:** The Data & Surveys Chair serves as the creator of all DLC surveys and forms as well as the analyst for data collected through all surveys and forms. They are expected to have experience in surveying and/or data analysis.

### Duties and Responsibilities:

- Attending regular committee meetings
- Attending as needed sub-committee meetings
- Creating accessory event application forms for Hogsync
- Creating surveys to be administered at all DLC lectures
- Organizing and analyzing all data collected from surveys to improve DLC's representation of student needs
- Typically requires 5 hours a week (more when approaching lecture dates)

### Qualifications:

- Be enrolled as a full-time student
- Maintain a cumulative GPA no lower than 2.25
- Remain in good academic and disciplinary standing with the University
- Demonstrate skills, knowledge and experience in the role they are applying for
- Ability to be flexible and work well in groups and collaborations
- Ability to meet deadlines.