

# Outreach Roles

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## Social

Those in the social role are responsible for

- Planning internal social events
- Taking pictures of and documenting events
  - Campus Outreach will be responsible for this as well, but Social should be especially responsible during internal events.
- Updating social media
- Working with other outreach roles to promote planned events

## Company Outreach

Those in the company outreach role are responsible for

- Searching for and reaching out to new companies who have a large part of the work that fits under the umbrella of “neurotech”
- Onboarding companies and advertising to them what we can offer with a partnership (connections with the university and top students, etc)
- Reaching out about sponsorships for events we may be holding in the future

## Campus Outreach

Those in the campus outreach role are responsible for

- Planning external events that promote growth in any of the areas under the umbrella “neurotech” for those in attendance (panels, tech talks, etc)
- Taking pictures of and documenting events
- Participating in campus hosted events to promote RSOs (quad day, research fairs, etc)

## Fundraising

Those in the fundraising role are responsible for

- Planning events to raise funds
- Keeping track of all money made and spent (by keeping receipts or other means)
- Applying for funds (through things like SORF, etc)

# Graphic Design

Those in the graphic design role are responsible for

- Keeping branding current and cohesive
- Working with all other outreach roles to help design visual aids and advertisements as needed
- Work with research to design infographics or any other visual aids for articles

# Webdev

Those in the webdev role are responsible for

- Keeping the website current, cohesive, and running
- Updating for events and any other time sensitive information
- Planning future iterations of the website
- Working with research to get blog/article posts up on the site