**Organization Chart for Physics Graduate Student Council at UW-Madison**

**President**
- Lead monthly officer meetings.
- Serve as liaison to the Department Chair, faculty, Board of Visitors, or other entities as necessary.
- Create committees and appoint chairs for any special projects.

**Vice-President**
- Maintain communication via website, calendar, meeting minutes, etc.
- Manage finances.
- Assist with other day-to-day operations.
- Fill in for president, if they are absent.

**Committee Chairs**

- **Chair of Recruit and Welcome**
  - Plan social aspects of recruitment week.
  - Host welcome bbq.
  - Organize informal mentoring program.
  - Each chair will have a committee to help them plan events, comprised of any physics grad student who volunteers.

- **Chair of Professional Development**
  - Connect students with prof. dev. resources available on campus
  - Host grad school panel for undergrads.

- **Co-Chairs of Social Activities**
  - Organize events for all graduate students.
  - One co-chair 2nd or 3rd year; other 4th, 5th, or 6th.

**Advocacy Team**

- **Rep. for GMaWiP**
  - Attend officer meetings.
  - Hold office hours at least once per month and town halls once per semester for group they represent.
  - Help inform decisions made by committee chairs.

- **Rep. for International Students**

- **Rep. for 1st years**

- **At-Large Rep. (2nd/3rd years)**

- **At-Large Rep. (4th/5th/6th years)**

- **Option to add reps for other groups**
  - (ex. abroad students, people of color, LGBTQ)