

Officer Position- Matching Chair

Position Responsibilities:

- To match domestic students and international students based on criteria by designated matching system
- To regularly match and stay up to date with students signing up- until the deadline for applications has been passed
- To seek out volunteers from the International Buddies membership to assist with the matching process, if needed.
- Attend meetings and help with all events remaining an active member of the Executive Team
- Maintain regular contact with all matched buddies via email (which included checking International Buddies email account regularly for matching concerns.
- Collecting and organizing data for statistical analyses (in the form of a survey) to track participant feedback. Report findings to Executive Board.