

Public Arts Commission Position Descriptions 2025

General Committee Member (3-4)

- Work with the coordinator to assist in the successful operation of the Public Arts Commission and all its endeavours.
- Assist coordinator and committee leads to help oversee the entirety of the Public Arts Commission by ensuring all team members feel supported, are regularly on-task and are always up-to-date on all PAC endeavours.
- Check in with committee leaders to create a collaborative and inclusive environment, as well as ensure adequate support is being provided when needed.
- Attend PAC events and assist with logistic support.
- **1 general committee member** will maintain weekly meeting notes, records, and all important PAC correspondence in an organised fashion.

Events Committee Leader (1)

- Responsible for planning and creating ideas for the Public Arts Commission's events, including but not limited to themes for Nuit Violette.
- Collaborate with communications committee leader to prepare and execute marketing plans that best integrate the objectives and intentions of the Public Arts Commission.
- Communicate with the Coordinator to appropriately budget each event to measure feasibility and limitations.
- Brainstorm ideas that promote the arts throughout campus and present them to the team at weekly meetings.

Communications Committee Leader (1)

- Keep all members of the Public Arts Commission and the student body at large informed of all activities of PAC through all relevant mediums of marketing, publicity, and/or social media. This includes but not limited to; creating Instagram graphics, Tiktoks, updating the website etc.
- Maintain regular communication and updates of Public Arts Commission meetings, events, and activities;
- Collaborate with events committee leader to prepare and execute marketing plans that best integrate the objectives and intentions of the Public Arts Commission.

Outreach Committee Leader

- Reach out to multiple diverse student groups, as well as campus creatives to improve programming and promotional material.
 - Act as a liaison between the Public Arts Commission, and student body to promote the PAC events and to foster relationship between students and the Public Arts Commission
 - Reach out to possible vendors for events as well as other clubs for possible event collaborations
 - Work closely with the Coordinator and Events Committee leader to improve programming based on student feedback and promote events and initiatives to as many students as possible.