



“22 years serving our community”

## HISPANIC AMERICAN CLUB CONSTITUTION

### Article IV “The Committees”

Article IV of the Constitution of the Hispanic American Club establish the creation of permanent Committees. The Directors of these committees will be appointed by the President and will serve under his discretion and of the Board of Directors. The Committee Directors will appoint the members of their respective committee. Each committee will consist of a Director, a sub Director and assistants. Each committee director and committee members will follow the job description for said committee as outlined by the president, which may be subject to change at his discretion.

### SCHOLARSHIP JOB DESCRIPTION

**Purpose:** To promote scholastic achievement within the Hispanic community youth  
To promote activities that will interest the Hispanic community youth to become members of the Club.

**Goals:** To implement procedures for the distribution of funds and nominees selection.  
To interact with the different schools I the county to make the know the commitment of the Club to help the Hispanic students.

#### **Functions:**

- Raise monies through social and cultural activities for the scholarship fund.
- Prepare a calendar of events for the year and submitted to the BOD for approval.
- Prepare budgets when necessary for each event.
- Notify the local High School of the availability of funds to help Hispanic students.
- Attend with the president of the Club the presentation of the scholarship awards.
- Review and present to the BOD qualifications for the scholarship awards for their review and approval.
- Negotiate on behalf of the Club rental of different places for scholarship activities.
- Notify the Director of the Public Relations committee of each scheduled activity for the purpose of advertisement in the local news paper.
- Committee, Director will report directly to the President.

If you have any questions regarding the Scholarship program, please email us via Contact us or print the forms for qualifications.