**RESPONSIBILITIES**

The Scholarship & Grant Director is a voting member on the YSS Board. As the title implies, this member is specifically involved in managing any scholarships, grants, or application processes for the section as needed. It is the SGD’s job to use the YSS google account to generate fillable google forms at specific times that the Board needs in order to generate member interest and assist lower income libraries to attend Retreat or Conference.

**Duties:**

- Serves on the YSS Executive Committee as a voting member at quarterly meetings. If SGD cannot attend a quarterly meeting SGD will notify the YSS Chair.
- On Retreat year SGD updates and/or creates scholarship applications on google forms for scholarships to attend YSS Retreat. Upon close send to YSS members for evaluation and selection.
- Retreat year: SGD creates poster proposal applications and sends them out to members on the listserv. At the next YSS meeting SGD presents proposals and board votes. Then SGD contacts applicants to prepare posters for Retreat.
- Aids the Board in preparation and facilitation of Biennial YSS retreat, Biennial NCLA Conference and as needed in preparation for these two upcoming events.
- Other duties as requested by the Board or Chair.

**COMMITMENT**

Quarterly meetings
1 retreat, 1 conference, additional meetings as directed.

**SECTION EVENTS**

- NCLA Biennial Conference
- Biennial Retreat

**TERM LENGTH**

2 YRS

**VOTING MEMBER**

Yes

**YOUTH SERVICES SECTION**

YSS aids library professionals, at all levels, in their pursuit to provide quality services and resources to children, young adults, and families across North Carolina.

**ADDITIONAL RESOURCES**

- YSS Webpage: https://nclaonline.org/yss
- Youth ListServ: to lib-youthservices@statelibrarync.simplelists.com