



## PrepClub 2025 Region Liaison Volunteer Requirements

### Qualifications : (Undergrad and Above)

- Highly energetic, Passionate, Super Motivated individuals
- Firm Believer in NorthSouth organization mission, vision, values and goals
- 2-4 hours of weekly commitment required
- Must be comfortable using G-Suite (Google Drive, Sheets, Docs, Calendar, Google Meet and Forms.)

### Responsibilities

- Organize and oversee Prep club 2025 project planning activities and meetings
- Involvement in the SME and Coach Recruitment process along with subject confirmation from each region
- Help ensure smooth registration process for the prep clubs
- Ensuring Zoom/Google classrooms are in place and on time
- Ensure coach attendance/quality of the classes/parent communication
- Rollout region wise feedback form to parents
- Provide weekly region wise operational report to the PrepClub Stakeholder
- PrepClub Dates: Jan 18<sup>th</sup> -March 8<sup>th</sup>, 2025