

Organizational Structure of STAT

The STAT board of directors consists of three coordinator positions. Second year medical students hold these positions, and will be replaced by three first year medical students.

Coordinator of Public Relations/Curriculum:

- develop and update the classroom curriculum
- order educational materials for take home packets
- purchase and organize materials for classroom visits
- plan and orchestrate the volunteer training session
- coordinate with local media to publicize STAT activities and events
- coordinate an evaluation phase of the project

Coordinator of Scheduling:

- work closely with the schools to obtain their calendar
- schedule an assembly with each local school for the entire seventh grade
- schedule classroom visits to ensure the every seventh grader participates
- coordinate scheduling of volunteers

Coordinator of Funding:

- develops grant proposals to obtain funding
- updates the budget on a regular basis
- manages purchasing of supplies and other expenses
- manages reimbursements
- provide budget and project summaries to STAT sponsors