

# Mercer Folks to Know

(You can do it; they can help)

## Name and Contact Info

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## How They Can Assist You

**Director of Campus Life and Student Involvement**

Questions or concerns about Campus Life; assistance with programs and events, ideas, and student organizations.

**Director of Recreational Sports and Wellness**

Questions or concerns about Recreational Sports and Wellness Programs – Club Sports, Intramurals, etc.

**Associate Dean of Students**

Questions or concerns about Campus Life, Recreational Sports and Wellness, Leadership, and the Judicial process

**Audio/Visual Support Specialist**

Assistance with A/V needs for meetings, programs, workshops, and large-scale events

**Associate Dean of Students**

Questions or concerns about Career Services, CAPS, Disability Services, and Student Health

**Coordinator of Campus Resources**

Assistance with campus room and/or space reservations (including CSC lobby tables) as well as resource reservations (A/V equipment, tables, chairs, set-ups, etc.)

**Assistant Director for Greek Life**

Assistance with Greek Life questions and concerns; assistance with contacting the Greek Chapter Presidents, etc.

**Director of the University Center**

Assistance with scheduling the use of UC rooms/areas for programs, events, etc. (Campus Reservations still required)

**Queen of the Bear Blurbs**

Assistance with marketing your organizations' events through weekly Bear Blurbs emails. Submissions must be received by 8 a.m. on Monday morning and must include all the basics (Who, What, When, Where, Why, How) to ensure inclusion

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**Todd Thomas**  
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**Assistant Director of Residence Life**  
Questions or concerns regarding Social Justice programming in addition to Residence Life questions

**Area Coordinator for Residence Life**  
Questions or concerns regarding residence halls and residential life programming

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Questions or concerns regarding residential living and programming

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**Vice President and Dean of Students**  
Questions or concerns regarding Student Affairs functional areas (including offices/departments as well as SGA)

**Director of Counseling and Psychological Services**  
Questions or concerns regarding CAPS as well as a resource for topics including relieving stress, body image issues, etc. Chair of the SHAPE Committee

**Director of Mercer Food Services**  
Information regarding catering events, both on or off campus (everything from Chick fil A to Filet Mignon) as well as using the FFC to help market your events

**Campus Services Coordinator**  
Event set-up guru – whether you need one table, a circus tent, or 12 inflatables, John will be able to help. Get in touch with him before you book equipment, etc. He'll probably be able to save you money!

**Assistant Director for Campus Life**  
Questions or concerns involving Campus programming, (QuadWorks, student organizations, etc.) and opportunities for collaboration

**Assistant Director of Recreational Sports and Wellness**  
Questions or concerns about Recreational Sports and Wellness Programs – Club Sports, Intramurals, etc.

**Mark Vanderhoek**

(478) 301-4037

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**Director of Media Relations**

If you would like media coverage of your next event, Mark can help with press releases, etc. Be sure to let him know what you're planning in advance, and keep him updated!

**Each Other****The most important folks to know!**

Communicate closely with other campus leaders to collaborate whenever possible and to make sure you're not programming on top of one another.