

PRESIDENT:

The President shall:

- Be the chief executive and official spokesperson of the Union
- Call meetings of the Executive committee
- Draft and propose a schedule of proposed council meeting dates and general meeting dates
- Be a member of Senate
- Perform such other duties as required
- This is a full-time summer job to prepare for the following academic year

VICE PRESIDENT EXTERNAL:

The VPExternal shall:

- Assume the duties and responsibilities of the President in the President's absence or incapacity
- Perform such research activities as may be assigned or required by the Union on behalf of it's students
- Act as a liaison between the Union and all groups outside the University
- Be a member of Senate
- Perform such other duties as required
- Be responsible for Canadian Federation of Students on campus

VICE PRESIDENT INTERNAL:

The VPInternal shall:

- Promote active communications between the student body and the elected officials, employees, and volunteers of the Union
- Assist the President in ensuring that adequate communication is maintained between the University Administration and the Union
- Serve as direct liaison with the Department of Student Services
- Oversee the operations of the yearbook, newspaper, and the radio station
- Perform other such duties as required

VICE PRESIDENT FINANCE:

The VPFinance shall:

- Ensure that the financial records of the Union are properly kept
- Be responsible for keeping the executive committee informed of all issues which pertain to the finances of the Union
- Present such financial reports as the Council shall require
- Be a member of Board of Governors
- Perform such other duties as required

VICE PRESIDENT OPERATIONS:

The VPOperations shall:

- Oversee all Student Union sponsored events, and oversee all suborganization events occurring in the Union building
- Engage the services of entertainers as required
- Oversee the activities of the Panther Lounge Manager and the Campus Police Chief
- Be responsible for the operational issue of suborganizations
- Solicit Chairpersons for the Fall Fest and Winter Carnival committees and oversee the committees activities
- Oversee the activities of the promotions coordinator
- Perform such other duties as required

* All vice-presidents are required to put in 25 hours in the office during the last week of August. This is to be between regular hours of 9:00am and 5:00pm.