

The Role of VP External: What You Need to Know Before Elections



The Vice President (External) shall be responsible to the Association for the following:

- a) Representing the Association to government bodies of all orders;
- b) Representing the Association on the Alberta Provincial Advocacy Council (abGPAC) (if in Alberta), the Canadian Alliance of Student Associations (CASA) (if in Canada), and with any other external groups or meetings, in conjunction with the President;
- c) Acting as a secondary spokesperson for the Association to the media;
- d) Acting as an official signing authority for the Association;
- e) Completing tasks or projects assigned by Executive Committee or Council;
- f) Reporting activities to the Executive Committee on a regular basis; and
- g) Presenting an Executive report monthly to Council on portfolio activities;
- h) The VP External should preferably be a resident of Alberta.**

Additional responsibilities of the AUGSA VP External include:

- i) Be prepared to spend **at least 35-50 hours per month** dedicated to all responsibilities;
- j) Attend monthly AUGSA Council meetings and Executive Committee Meetings. These meetings take place in the evenings, typically the 1st and 2nd Tuesday of every month.
- k) Chair of Engagement Committee;
- l) Be prepared to be accessible to students by phone, email, and social media such as Facebook, Twitter, and the Landing. LinkedIn is also recommended;
- m) Ideally, be able to participate in abGPAC meetings and events if he or she resides near Edmonton, Alberta. The VP External is also encouraged to serve in one of the positions on the abGPAC board;
- n) Participate in the Canadian Alliance of Students Associations (CASA). This will involve serving on committees, attending conferences, and liaising with CASA home office staff. There are at least 28 full business days at CASA conferences (one week for CASA Regional Transition, one week for CASA policy and Strategy Conference, one week for CASA Lobby Conference, and one week for CASA Annual General Meeting). These involve out of province travel;
- o) Be a team player. In many of the external group participation roles, you will be bouncing ideas off the AUGSA Executive and Council while serving the roles in conjunction with the President;
- p) Be skilled or become skilled in lobbying. This is the exciting part of the job, where the VP External gets to represent AUGSA to government bodies, both provincially and federally, and voice the post-secondary concerns of the AUGSA members;
- q) Be part of making governance decisions for AUGSA. Council is the ultimate decision maker, but the Executives are the “movers and shakers” that bring things to Council’s attention and spend hours researching and developing opinions;

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- r) Serve on AUGSA committees such as the Newsletter of Governance Review Committees. These are not mandatory, however, the Newsletter Committee, for example, is an important part of the public relations of AUGSA, making this an important opportunity to represent AUGSA internally as well as to external bodies;
- s) Participate in projects as they come up. For example, the outgoing VP External had the opportunity to be involved in a project researching and later purchasing AUGSA swag gifts; and
- t) Report activities to council on a monthly basis for transparency, review, and for support and ideas;

As a member of the Executive Committee, the Executive Committee shall ultimately be accountable to the Council for the following tasks:

- a) Developing, revising, and ensuring the implementation of policies for governing the Association;
- b) Carrying out the business of the Association;
- c) Upholding and furthering the objectives of the Association;
- d) Reporting fully to the Council;
- e) Conducting human resource matters as outlined in the operating procedures, including setting hiring criteria and staff selection as well as staff supervision;
- f) Preparing the annual budget of the Association; and
- g) Completing such actions as Council considers necessary.

Serving as the AUGSA VP External is a fun and rewarding experience, a great way to give back to the university community, and an excellent opportunity to gain new skills. All meetings are conducted via teleconference, so this position can be completed from anywhere if you have good Internet service.

For more information on the role as it is outlined in AUGSA's bylaws, please see pages 7 through 10 in the bylaws located here (<https://www.augsa.com/about/policies-bylaws/>). If you have questions on this role or would like to see past monthly reports of the AUGSA VP External, feel free to contact Meaghan Sullivan (AUGSA Executive Director) at ed@augsa.com.

Thank-you for considering running in the election for an AUGSA Executive position, and best of luck!