

## The Role of AUGSA President: What You Need to Know Before Running

According to the AUGSA bylaws, the job requirements of the AUGSA President are as follows:

The President shall be the Chief Executive Officer of the Association. The President shall act as the official representative for the Association and shall preside over and be responsible to the Association.

The President shall be responsible to the Association for the following:

- a) Acting as a chairperson or appointing a chairperson for all meetings of the Association, unless otherwise noted;
  - b) Acting as supervisor for AUGSA staff;
  - c) Co-ordination of all activities of the members of the Executive Committee;
  - d) Co-ordination of all business with representatives on University committees and boards;
  - e) Reporting their activities to the Executive Committee on a regular basis; and
  - f) Presenting an Executive report on a monthly basis at a Council meeting on portfolio activities;
  - g) Acting as the Association's official spokesperson to the media;
  - h) Acting as an official signing authority for the Association;
  - i) Representing graduate students on, or appointing an active member to, the Board of Governors;
  - j) Acting as official liaison with external affiliations unless otherwise noted; and
  - k) Where possible, representing the Association on the abGPAC, the Canadian Alliance of Student Associations, and with any other external groups or meetings, in conjunction with the Vice President (External).
- l) The President should be a resident of Alberta, and preferably, a resident of the Edmonton area. In the event that Alberta-based candidate(s) are running for the role of President, non-Alberta based residents will be disqualified.

Beyond the bylaws, the AUGSA President must be:

- ☑ Prepared to work *at least* 50 hours per month, as per AUGSA policy
- ☑ Accessible almost 24/7 to deal with emergent issues as they come up, and to fill in for the AUGSA Coordinator (the one and only FT staff member of the Association) when he or she is on vacation
- ☑ Available to students and stakeholders via phone, email, and social media (including Twitter, Facebook, and LinkedIn)
- ☑ Able to frequently attend meetings scheduled during business hours, Monday to Friday

☑ Ideally in Edmonton to attend AU Board of Governors events in person, meet with Alberta MLA's, supervise the AUGSA Coordinator, and participate with the Alberta Graduate Council

☑ Prepared to dedicate at least forty-eight (48) full business days to the AUGSA per year (Executive Transition in Edmonton, 1 week for CASA Regional Transition, 1 week for CASA Policy and Strategy Conference, 1 week for CASA AGM, 8 days for Board of Governors events, 2 weeks for AGC-related activities and lobbying, 5 days for CAGS)

☑ A confident public speaker and have some skill in policy development and analysis, skills in staff management, and financial management skills

☑ A team player, and eager to participate in making AUGSA governance decisions

☑ Able to respect confidentiality. Students may approach you with sensitive concerns, and you must be prepared to respect their confidence and not share their information without their permission

Serving as the AUGSA President is a fun and rewarding experience, a great way to give back to the university community, and an excellent opportunity to gain new skills.

If you have questions on this role, or would like to see past monthly reports of the AUGSA President, feel free to contact Ross Tyson (AUGSA Executive Director) at [eda@augsa.com](mailto:eda@augsa.com). Thanks for considering running for an AUGSA Executive position, and best of luck!