

## So you want to be a part of the BASSA Executive?

As one of the largest accredited student organizations at the University of Guelph, BASSA is a wonderful leadership opportunity for BAS students to grow, learn, and work with a community of supportive fellow student leaders! Within BASSA itself there are four key roles with more unique and significant responsibilities to the association.

For further information about any position, please see the role descriptions on pages 7-12 of the BASSA 2018-2019 constitution at <https://bassaguelph.com/get-involved/bassa-positions/>.

### (1) Vice President of Finance & Administration

Key duties:

- Track BASSA finances, including handling student fees and payments
- Create semesterly budgets for events and initiatives
- Handle invoicing
- Place and liaise for spirit wear orders

### (2) Vice President of Academics

Key duties:

- Head and develop the ASCI Sibs program
- Liaise with college representatives and create a monthly “what’s on” newsletter to be emailed to BAS students regarding BASSA, college, and CSA updates
- Run BASSA’s Annual General Meeting (AGM)

### (3) Vice President of Activities

Key duties:

- Organize, plan, and assist development of BASSA events, both new and old
- Coordinate room bookings and amenities for events
- Spearhead Student Risk Management procedures, hospitality orders

### (4) Vice President of Communications

Key duties:

- Design BASSA promotional material, such as Facebook events, posters,
- Maintain social media, including regular promotion of BASSA and U of G events and opportunities
- Photograph events

Elections for VP positions will occur on **Wednesday, February 27<sup>th</sup>** (time and place TBA) and you must **RSVP to [bassa@uoguelph.ca](mailto:bassa@uoguelph.ca) by Sunday, February 24<sup>th</sup>** with your name, year, preferred position, and a **short background about yourself**. On the 27<sup>th</sup>, you will be asked to present a small speech/campaign statement to the BASSA board, who may ask questions and will vote for all candidates at that time. If you cannot attend, you may submit a video/audio file of your platform for board members to review. Best of luck!