

CUASA President - Position Description

Officer:	the President is an Officer of CUASA	[Article VI (1) CUASA Constitution]
Term:	one year effective July 1 of year after election (serves as President following year as President-Elect)	[Article VI (2) CUASA Constitution]

Responsibilities:

1. Chair of the CUASA Steering Committee and Council
 2. Ex officio voting member of CUASA Council [Article VI (4) CUASA Constitution]
 3. Member Finance Committee [Article VII (5) CUASA Constitution]
 4. Signing of Memoranda of Agreement [By-Law 4 (d) CUASA Constitution]
 5. CAUT Council Meeting alternate or delegate
 6. Committees [Article VII (6) CUASA Constitution; Article 35 Collective Agreement]
 7. Miscellaneous
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1. CUASA Steering Committee
 - chairs meetings and may only vote to break a tie
 - may not move or second motions
 - provides a report on the Association's activities since the last meeting
 2. Ex officio voting member of CUASA Council
 - chairs meetings and should only vote in the event of a tie [Article IV (5) CUASA Constitution]
 - not entitled to serve as a Council sub-unit representative [Article VI(3) CUASA Constitution]
 - provides a report on the Association's activities since the last meeting
 3. Member - Finance Committee [Article VII(5), (9) CUASA Constitution]
 - entitled to vote and to move and second motions
 - may, with another committee member, call for a committee meeting
 - is a signing Officer for the Association's finances [Article XI (2) CUASA Constitution]
 4. Signing of Memoranda of Agreement [By-Law 4 (d) CUASA Constitution]
 - one of those designated to sign Memoranda (three signatures are required)
 5. CAUT Council Meeting - Alternate or Delegate
 - attends the CAUT Council meetings in April and November as either the alternate or delegate from CUASA
 - entitled to move and second motions and to vote on CUASA's behalf
 6. Committees
 - ex-officio member of all other CUASA standing committees and all ad hoc committees which Council may establish from time to time [Article VII (6) CUASA Constitution]
 - Co-Chair Joint Committee to Administer the Agreement [Article 35 Collective Agreement]
 7. Miscellaneous
 - provides a report on the Association's activities to the Annual General Meeting
 - lobbying of provincial and federal politicians
 - writes support and solidarity letters
 - meets with management

- calls meetings of Steering
- calls meetings of Council
- calls General Meetings
- ensures that CUASA policies are implemented
- supervises the Executive Director
- attends committee meetings as required
- is a signing officer for CUASA's finances [Article XI (2) CUASA Constitution]
- writes thank you letters to all Committee members whose terms have ended