



Concordia University of Edmonton

Students' Association

VICE PRESIDENT OF STUDENT LIFE

CONCORDIA STUDENTS' ASSOCIATION

Concordia University of Edmonton

Edmonton, Alberta

February 2016

Concordia Students' Association

Vice President of Student Life

Policy: Vice President of Student Life

Category: Human Resources

Date Approved: 02/21/16 Date Reviewed: 02/20/16 Date Rescinded:

POLICY

This policy sets expectations for the Vice President of Student Life (VP Student Life) of the Concordia Students' Association.

RATIONALE

The VP Student Life is a portfolio within the Concordia Students' Association's governance structure. Expectations define areas of responsibility and hold the VP Student Life accountable to both the General Council and the students of Concordia University of Edmonton.

DEFINITIONS

CUE: Concordia University of Edmonton.

CSA: Concordia Students' Association.

EXPECTATIONS

The Vice President of Student Life shall:

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1. Serve as a voting member of the General Council.
2. Serve as a voting member of Executive Council.
3. Provide up-to-date, written reports to General Council on VP Student Life's areas of responsibility, to be submitted with the General Council agenda package.
4. Consult with the Executive Council in the performance of the VP Student Life's duties.
5. Consult with the General Council in the performance of VP Student Life's duties.
6. Draft the portion of the annual budget pertaining to the VP Student Life, in consultation with General Council and the Budget Steering Committee.
7. Organize and promote at least two (2) community service events throughout the academic year.
8. Provide a balanced calendar providing events including, but not limited to, educational, recreational, mental wellness, and social events;
 - 8.1. The VP Student Life is responsible for coordinating a street team that assists in providing and organizing these events for students;
 - 8.2. The VP Student Life is responsible for coordinating a mental wellness street team to promote and provide wellness events for students.
9. Organize the fall/winter New Student Orientation, in coordination with Student Life and Learning Department at CUE.
10. Organize a major recreational event(s) during the winter semester's Reading Week.
11. Organize and execute a minimum of six (6) student life events each fall and winter semester.

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12. Works alongside the Student Experience Advisor at CUE to coordinate volunteers for Student Life events.
13. Keep a log book for future VP Marketing's pertaining to any important additional information to be used in transitional training.
14. Fulfill additional duties as assigned by Executive or General Council.