

College of Engineering and Physical Sciences Student Council executive position descriptions

President

The President acts as the external representation for CEPSSC and advocates on behalf of students. The President usually sits on various councils and committees such as Dean's Council, Student Leaders and Admin, Student Rights and Responsibilities, etc. The President is also responsible for ensuring that CEPSSC is governed according to the constitution and providing direction for the organization. The role requires you to work closely with all council members to ensure CEPSSC is running as efficiently as possible and contributing to the CEPS students in as many ways as possible.

Vice President Finance

Vice President Finance is responsible for compiling and implementing a balanced budget for CEPSSC. They are also responsible for collecting and being the contact for Associate Student Organization (ASO) budgets and PDR requests. Additionally, they shall sit on the University Student Finance Committee.

Vice President Communications

Vice President Communications is responsible for all correspondence and communication between the CEPSSC and the CEPS undergraduate body. Work to ensure adequate external and internal representation of CEPSSC in all matters throughout the University community by updating social media platforms, releasing monthly newsletters, running advertisements and maintaining the council website. In addition, the role requires working closely with the VP Social to advertise and promote CEPSSC events to all students.

Vice President External Affairs

Vice President External is responsible for acting as the liaison CEPSSC, related Accredited Student Organizations (ASOs) requiring sponsorship and Alumni Affairs; represents the organization and associated ASOs on the Central Student Association as a member of the Board of Directors; serves on committees as requested by the President; seeks for and maintains relationship with charitable organizations and potential sponsors as requested by the CEPSSC and ASOs.

Vice President Internal Affairs

Vice President Internal helps support the clubs in CEPS. Through helping students connect with clubs, helping clubs navigate university policies and programs, as well as meeting with clubs, the role is to create a cohesive intra-college community. Recording the minutes of board meetings and general meeting also fall under the role of VP Internal.



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Vice President Social Affairs

Vice President Social serves as a great pathway towards getting involved in student leadership. It exposes you to the activities of every other college government and allows you to collaborate in exciting projects across campus. A large part of the position also covers monitoring the student events risk and management for every CEPS club. It is a very fun and educating position to be filled by an individual passionate about student involvement.