

Presidential

Role: Chairperson

Description:

The Chairperson is responsible for overseeing internal programming, managing classroom bookings, and fostering a collaborative atmosphere within the Council. Are you a dynamic and organized leader with a passion for enhancing the student experience? If you're ready to lead, facilitate, and make a lasting impact on the FIMS undergraduate community, this is the role for you. As Chairperson, you'll play a pivotal role in shaping the Council's direction, ensuring meetings run smoothly, and maintaining the enthusiasm of our team. Join us in making a difference and become our next Chairperson!

Additional responsibilities include:

- Setting out (with the consultation of the FIMSSC) the Council meeting format at the first fall meeting of Council
- Voting on informal matters or any matter of secret ballot, as determined by other Voting Members of the Council
- Maintaining the enthusiasm and morale of the FIMSSC throughout the year;
- Organizing internal programming, including but not limited to, the snack schedule and meeting themes
- Managing UWO spaces for the purposes of FIMSSC
- Aiding in oversight for all FIMSSC meetings in a manner consistent with the provisions of the by-laws
- Attending all FIMSSC meetings and make minutes available for the FIMSSC and its constituency in a timely manner
- Organizing the FIMSSC Google Drive and Resources
- Administering ballots for the Vice Presidential elections and remain impartial in such elections
- Submitting a year-end report no later than the end of March and have at least one formal meeting with their successor to ensure smooth transition
- Carrying out any other duties determined by the FIMSSC
- Working in collaboration with the Assistant Faculty Liaison to voice the views and concerns of the FIMSSC, and by extension the FIMS undergraduate student body, to faculty members and administration
- Represent the FIMSSC, and by extension the FIMS undergraduate, student body, at meetings of the Undergraduate Affairs Committee;
- Meeting with the VP Academic and the FIMSSC President on a monthly basis (following each Undergraduate Affairs Committee meeting) to share the details/discussions of that Undergraduate Affairs Committee meeting
- Working with, where necessary, the Assistant Faculty Liaison in organizing regular (at least once per semester) feedback events, through but not limited to the General Assembly, for undergraduate students in FIMS to bring forth concerns and engage in critical discussion regarding their future in FIMS;
- Submitting a year-end report no later than the end of March and have at least one formal meeting with their successor to ensure smooth transition;
- Carrying out any other duties determined by the FIMSSC.

