



TUUSA President

Department: Department of Student Development

Supervisor: Community Life Senior Manager

Time Commitment: August 30, 2020 till April 25, 2021

Position Summary:

The President is the chief executive officer of the Tyndale University Undergrad Student Association (TUUSA) Council. As the President they are responsible to represent the student body, give vision and direction to the TUUSA Council. As a student leader they are responsible to model and uphold the standards set in the Tyndale Student Handbook, and to strive for excellence in their academics.

The President is responsible to actively seek out and meet with students, to hear their concerns and communicate the concerns to the appropriate people at Tyndale. They are also responsible to provide leadership, encouragement and motivation to the executive and the council.

The President is responsible to the student body, the TUUCA Council, and Student Development.

Student Leadership Responsibilities:

- Attend spring, fall, and winter, student leadership training sessions
- Attend fall and winter student leadership getaway
- Attend monthly student leadership team meeting, run by Student Development.
- Meet regularly with the Community Life Senior Manager.
- Assist with facilitating different activities during Orientation Week
- Attend and assist with facilitating activities during U Getaway

Appointment Responsibilities:

- Encourage, support, and advise the directors
 - Meet each director one on one 1-2 times a semester
 - Ensure they are able to fulfill their responsibilities
 - Ensure they are working well as a team and are team players
 - Provide encouragement and support in their leadership of their teams
 - Assess and set goals with each director at the end of the fall semester
- Lead weekly meetings with the executive team.
 - Providing an agenda, a minimum of 48 hours before the meeting
- Actively seek to understand student needs and issues and bring them to the Council and, as necessary, communicate them to the appropriate levels within the institution.
 - Act as a vehicle for communication of all necessary information between the Administration/Faculty/Staff, the Student Council members and the Student Association.
 - Act as an advocate for students to staff, administration, and faculty.
- Facilitate the TUUSA Council meetings (2 a semester)

- Communicate with Student Council members in terms of the overall picture of vision, and ideas.
- Facilitate conversation around the students' needs and issues, problems, arising issues, and so on.
- Allow for feedback and strategies to work through the issues and problems that arise.
- Sit on Tyndale committees to provide student insight (as designated and deemed appropriate by Tyndale Departments) (examples of various committees: Admissions Retention Committee, Education and Tech Committee, Food Committee, Tyndale Operational Leadership Council)
- Meet with the Dean of Students at least once each semester
 - Report the successes and the arising issues as expressed from the student body and the TUUSA Council.
- Should schedule a meeting with Tyndale Undergrad Academic Dean, and President once a semester.
 - Report the successes and the arising issues as expressed from the student body and the TUUSA Council.
- Educate next year's President on their responsibilities within the position. This can take many forms, but must include the following:
 - Write a brief report at the end of each term with respect to how you felt about the term, what went well, what you could have managed better, and so on.
 - Meet with next year's President at least once in order to discuss the position and to answer any questions the new leader might have.

Qualifications

- A cumulative GPA of 2.30. If the student's cumulative GPA is less than 2.3 then the student must have a current GPA of 2.7 in the previous semester.
- Good financial standing with Tyndale.
- Good standing with chapel attendance.
- Able to return to campus before fall and winter semesters start for training and/or retreats
- Have served in some previous student leadership capacity at Tyndale University Undergrad
- Able to take initiative, think creatively.
- Actively involved within the Tyndale Community.
- Administrative and organizational abilities.
- Be a good role model for students.
- Commitment to Tyndale's mission and vision.
- Desire for personal growth.
- Experience with conflict resolution.
- Good verbal communication skills.
- Previous Leadership experience.
- Professing Christian with demonstrated spiritual maturity.
- Uphold, adhere and model the Tyndale University Student Handbook.
- If a student leader desires to take more than 15 credit hours they need to consult with the Community Life Senior Manager on the work load that would have on balancing academics and their leadership responsibilities.
- If a student leader desires to have an additional job they need to talk with the Community Life Senior Manager on how they can balance their work load as a student, their leadership responsibilities, and this additional responsibility.