

Boards proposal for the board of 2019

About board duties:

General board related duties on top of your own role: 2-4 hours per week

Weekly board meetings

Represent guild in different events

Looks after their assigned committees and ensures that communication work between committees and the board

Tries to prioritize board duties

Chairperson

Leads the board and through that, the guild. The chairperson is the person who is ultimately responsible of the day-to-day actions of the guild. It is recommended for the chairperson to have experience from other positions in the guild and being in the board of an association. Chairperson should have vision about the direction of the guild. Represents the guild in variety of events. Is part of AYY neuvosto, which gathers the chairpersons of EAY chairpersons.

Secretary

Responsible for writing transcripts of board meetings and guild assemblies. Secretary manages the member registry and the archives. Guild assemblies are held couple of times per year and board meetings are generally weekly. Secretary is part of the AYY Viestintätoimikunta.

Treasurer

Takes care of the guild finances, like paying the bills, accounting and billing. Treasurer oversees that the guild stays within its budget. Treasurer draws up the budget and the financial statement. Works together with guilds revenue generating parties like the Head of Corporate Relations and the big spenders like the Stimulaatioimikunta (Annual Ball committee).

Freshman Captain

In charge of freshmen education, freshmen activities and freshmen events. Works together with the Tutor Boss and International Student captain. During the spring, works and upkeep communication with the previous Freshman Captain. Represents guild freshman education in the Freshman Committee of the Teekkari Section. This role requires at least one of year experience in guild organization.

International Student Captain

In charge of the exchange and master's students as well as their freshman education and acculturing. Works together with the Freshman Captain and Tutor Boss. Organizes international events in the guild as well as together with other guilds. During the spring, works together with the last years ISC. Represents the guild in the International Committee under AYY. This role requires at least one of year experience in guild organization.

Master of studies

Keeps in contact with the school staff and follows the current events in degree studies. Master of studies manages all study related duties, like upkeeping the exam archives ja study-related events. Leads the Study Committee. Is part of AYY Opintoneuvosto.

Ylläpitää yhteyttä koulun henkilökuntaan, pitää itsensä tietoisena tutkinto-ohjelmassa tapahtuvista muutoksista ja vastaa kiltalaisten edunvalvonnasta. Opintomestari huolehtii myös muista opintoihin liittyvistä asioista, kuten tenttiarkiston kartuttamisesta ja opintoihin liittyvien tapahtumien järjestämisestä. Johtaa killan opintotoimikuntaa. Tuo killan asioita esiin AYY:n Opintoneuvostossa.

Host & Hostess

Organize different events for the guild and makes sure that the guild members are well fed. Lead the Entertainment Committee and part of AYY IE.

H&H work together with Master of Culture and Freshman Captain to plan and prepare different events. This dynamic duo takes care of the event schedules, reserved spaces, workforce, budgeting and all things related to organizing successful events. H&H compability is paramount for the success of the year and this is why this role is recommended to be applied for as pairs. Previous experience with event organization helps with this job.

Master of Culture

Leads the Committee of Cultural affairs and plans the guilds culture and sports events. Organizes tradition events and comes up with new traditions. Is in charge of the guilds foreign relations and keeps in contact with our friend associations. Is part of the AYY Hyvinvointitoimikunta (Committee of wellbeing).

Master of Communications

Is in charge of keeping the members up-to-date on current events. Manages the mailing lists and the guilds calendar. Master of Communications makes sure that the website and other communication tools are up-to-date. In addition MoC looks after the Media Committee and is part of AYY Viestintätoimikunta.

Head of Corporate Relations

In charge of corporate relations and organizing excursions. Takes care of the guilds sponsorship deals and makes sure that the guild looks favorable in the eyes of the companies. Leads the Public Relations Committee and is part of AYY Yrityssuhdetoimikunta.s