



## EPSOS ROLES UP FOR ELECTION 2018- VICE PRESIDENT AND TREASURER

### \*\*\*\*\*VICE PRESIDENT\*\*\*\*\*

**Term of office:** 1 year

This post includes the role of President and subsequently Past President. Therefore the role will last for a total of 3 years.

**N.B. You must be a postgraduate for the first 2 years of this post.**

**The duties of Vice President are:**

- To help organise and advertise the annual meeting
- Help find sponsors for the annual meeting
- Keep in touch with ambassadors
- Deputize for President whenever necessary

**\*\*\*For information only the roles of president and Past President are provided. THERE ARE NO ELECTIONS for these roles as they are automatically awarded once a Vice President is elected\*\*\***

### **PRESIDENT**

Term of Office: 1 year

- Conduct organisation and advertisement of annual meeting
- Find sponsors of the annual meeting
- Preside at official functions of EPSOS
- Write a newsletter periodically to members

### **PAST PRESIDENT**

Term of Office: 1 year

- Support President, Vice President, Secretary and Treasurer with their duties
- Advertise annual meeting

### \*\*\*\*\*TREASURER\*\*\*\*\*

**Term of office:** 1 year

**The duties of treasurer are:**

- Be responsible for EPSOS finances
- Present annual audited balance sheet and accounts at annual meeting
- Help find sponsors for the annual meeting and advertise annual meeting
- Sign all financial documents

**To apply please send a letter of motivation and CV to [epsosmail@gmail.com](mailto:epsosmail@gmail.com) by APRIL 15th 2018**