

President – Jönköping Student Union

Position Summary

The President has overall responsibility for the leadership and management of the Student Union both internally and externally. They must be able to drive the organization forward for the overall benefit of members and represent their opinions and provide for their needs without personal bias or prejudice.

They must be able to monitor and coordinate student politics and activities at the local, national and international level based on Jönköping Student Union's by-laws, opinion document, annual meeting, the board and the member's interests.

They acknowledge that they during their term, they are ambassadors of Jönköping Municipality and Jönköping University and accept that they are accountable for promoting a unified student movement.

Reports to:	The Annual Meeting The Board of Jönköping Student Union
Is a leader of:	Jönköping Student Union Management Team
Is a member of:	Jönköping University Foundation Board Jönköping University Management Team
Works closely with:	Jönköping Student Union Vice President Student Union Generals Direktionen External partners/stakeholders Jönköping Municipality

Primary Responsibilities

- Maintain overall leadership of organization regarding goals, vision and plan of operations.
- Act as the first point of contact for external organizations and Jönköping University.
- Authorizes/has final decision regarding major expenditures relating to organizational development e.g. property and facilities, continuing professional development education.
- Act as the main link between Jönköping University Foundation Board and the organization's members.
- Ensure continuity of the organization through best practice and documentation of processes and procedures.
- Evaluate and ensure control of contract between Jönköping University and the organization.
- Is the president of the Jönköping Student Union Board is responsible that documents is sent out in time to board members and stakeholders.

Secondary Responsibilities

- Support the Vice President in the work with the Student Union Generals.

- Represent the organization in formal and informal contexts such as; speeches, interviews, media participation, articles.

Skills & Experience

- Fluency in Swedish and good knowledge in English (written and spoken).
- At least one year of involvement in a university student community (or similar experience).
- Organized and be able to document their work continuously.
- High social competence and ability to build, maintain and retain positive relationships.
- Previous leadership experience and personnel management an advantage.

Outreach and External

- Set high standards of integrity, punctuality, accuracy and professionalism by personal example.
- Agree to assume certain goals and missions added to the workload as dictated by the decisions made at the Annual Meeting.
- Engage with Jönköping Kommun, Jönköping University, SFS and other student bodies.

Continuity

- Serve as a trustee of all activities within the Jönköping University student movement.
- To create a handover procedure and its associated documentation.
- Document completed projects so that ideas are not lost and so they can serve as inspiration for future students.