

## Work Description - Presidium

The President and Vice President of Jönköping Student Union together constitute its Presidium. They are operatively responsible for the implementation of the mandate given to the Board assign to it by the Annual Meeting. This mission is defined in Jönköping Student Union Plan of Operations and concerns all study social-, internationalizing, business oriented activities, political action (at national, regional, and local level), and the Student Union's service operations – such as Akademien and Books & Coffee. Together, the Presidium leads the development of the organization and decide internally how they share the operative work.

As the extension of the Board of Directors into the organization's daily activities, the Presidium are directly responsible for the delegation and follow-up of tasks to other elected officials (Project Leader and Union Generals), as well as employees. These tasks can include representation in relevant bodies of Jönköping University or the planning and execution of projects, events or other operations related missions. The Presidium has, in accordance with the Board's Order of Delegation, the right to jointly make decisions about costs up to SEK 100,000.

The Presidium is the face of Jönköping Student Union publicly and it is their task to represent Jönköping Student Union in public contexts, most of all in media.

<b>Occupation:</b>	~100 % (40 hours a week)
<b>Entry and Mandate:</b>	Expected start is June 15th for start of handover. Official entry to the Presidium occurs July 1 <sup>st</sup> and runs for one year forward. Expected departure July 15 <sup>th</sup> 2017 for the complete execution of the handover to the successor.
<b>Remuneration (salary):</b>	~SEK 16,000 before taxes + eventual remuneration for representation in bodies at JU.  The monthly remuneration makes out 36 % of the base amount the government decided for the year. In 2016, the base amount is SEK 44,300.
<b>Mission:</b>	Read: Jönköping Student Union's Plan of Operations.

## Position Specifics - President

The President of Jönköping Student Union is also Chairman of the Board of Directors. The President leads the board's meetings, with the purpose of executing and developing the organization. The role as President includes more exposure in public contexts, and usually a larger automatically growing workload in the form of contact with external parties (or students) who see the President as a natural contact in different matters.

**Present in:** Jönköping Student Union Board of Directors  
Jönköping University Foundation Governing Board (ordinary) –  
*includes further remuneration*  
The Board of Appeal (substitute)  
Jönköping University's Management team

## Position Specifics – Vice President

The Vice President is the deputy Chairman of the Student Union Board of Directors, and substitute for the Chairman in case he or she is prevented from doing his or her work on the Board. The Vice President has a greater responsibility with regard to personnel matters and the work of other remunerated and employees, in the form of delegation and monitoring of tasks, but also in terms of support.

**Present in:** Jönköping Student Union Board of Directors  
Jönköping University Foundation Governing Board (co-opted)  
Board of Appeal – *includes further remuneration*  
The Board for Education and Research Education – *includes further remuneration*

## Recommended competencies and experience:

- Fluent in both Swedish and English (spoken and written)
- Prior experience in leadership and personnel matters
- Prior involvement in the Student Union, the student associations, or other student driven activities at Jönköping University
- Interest for organization and running a large and wide business
- Structure and well able at documenting your work