



VICE PRESIDENT ACADEMICS

Last revised: January, 2024

COMMERCE STUDENTS' ASSOCIATION (CSA)

The CSA strives to enrich the undergraduate student experience at the I.H. Asper School of Business through unique events and professional development opportunities that foster meaningful relationships with the greater business community.

POSITION OVERVIEW

The Vice President Academics (VPA) is responsible for academic initiatives and resources offered by the CSA. The VPA leads and supports a team including the Case Competitions Co-Chairs, Graduation & Alumni Coordinators, and Student Development Coordinators.

POSITION RESPONSIBILITIES

- Assist all members of the Academics Portfolio with proper execution of their events or responsibilities.
- Ensure finances of the Academics Portfolio are within budget.
- Ensure corporate benefits of the Academics Portfolio are being provided.
- Develop the strategic vision of academic priorities such as tutoring initiatives and academic resources.
- Maintain the growth of case competitions at Asper in collaboration with the Experiential Learning Office.
- Oversee the planning and execution of CSA Graduation Dinners.
- Ensure the planning of Tour De Commerce.
- Promote and administer the CSA Laptop Loaner Program.
- Sit as the student representative on the Asper faculty's Teaching Enhancement Committee.
- Administer the CSA's Case Competition Funding Program.
- Promote external case competitions and conferences to Asper students.



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- Attend and participate fully in Canadian Association of Business Students (CABS) Roundtable conferences at the beginning and end of appointed term.
- Attend all weekly CSA Executive Council meetings and monthly CSA General Council meetings.
- Attend all CSA Events.
- Additional duties as they arise.

LINES OF COMMUNICATION

- CSA Executive Council
- CSA General Council
- Case Competition Co-Chairs, Graduation & Alumni Coordinators, and Student Development Coordinators.
- Event Venues
- Asper Faculty
- Asper Experiential Learning Office

SKILLS DEVELOPED

- Leadership
- Interpersonal skills
- Organizational skills
- Time management
- Problem-solving skills
- Event planning

POSITION DETAILS

Number of positions available: 1

Reports to: President

COMMITMENT LEVEL

Summer 2024	Fall 2024	Winter 2025
High	High	High