



STUDENT DEVELOPMENT CO-CHAIRS

Last revised: February, 2026

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 Student Development Coordinators are responsible for creating and delivering academic and professional development resources that support Asper students' success. This includes overseeing initiatives such as mock interviews, tutoring, exam preparation sessions, and online academic resources. The Co-Chairs also lead the planning and execution of key student development events, including Tour De Commerce (TDC), the CSA Corporate Golf Tournament, and Take a Student to Eat (TASTE) while overseeing a committee with four positions.

POSITION RESPONSIBILITIES

- Oversee the Mock Interviews program to provide Asper students with opportunities to develop interview skills.
- Work closely with the Career Development Centre to promote professional development opportunities.
- Organize tutoring services and coordinate exam preparation sessions for major core Asper courses during the Fall and Winter terms.
- Develop and maintain online student academic and professional development resources.
- Plan and execute Tour De Commerce (TDC), the CSA Corporate Golf Tournament, and Take a Student to Eat (TASTE).
- Manage event budgets in collaboration with the Vice President Finance.
- Ensure CSA Corporate Partners receive agreed-upon benefits for applicable events.



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- Attend monthly CSA General Council meetings.
- Promote and support CSA initiatives by attending council events and programming.

LINES OF COMMUNICATION

- CSA Executive Council
- CSA General Council
- Student Development Committee

SKILLS DEVELOPED

- Event planning
- Organization skills
- Problem solving
- Business communication skills

POSITION DETAILS

Number of positions available: 2

Reports to: Vice President Academics

COMMITMENT LEVEL

Summer 2026	Fall 2026	Winter 2027
Medium	Medium	High

High = 10-15 hours a week

Medium = 5-10 hours a week

Low = Less than 5 hours