President - Job Description

IAAS is looking for a highly motivated, experienced and passionate IAAS member to serve as an IAAS President from September 2018 through August 2019. As a President, you will be the one shaping IAAS together with your colleagues in the Executive and Control Board.

Being President of a large youth led organization as IAAS is a privilege and a huge responsibility someone could have. It is a challenging but highly rewarding and life changing international experience. Applying for President of IAAS World may be the best decision you made so far, could be very satisfying and will definitely change your life in many positive ways!

When considering to apply for this job, feel free to contact current President, Anne-Marie Tafadzwa-Dzinoreva, via president@iaasworld.org. She will be more than happy to answer your questions, to discuss your doubts and to provide you an insight in the current work and plans of the international board.

Your potential is only limited by your ambition
Challenge yourself with both personal and professional development

What IAAS offers?

- Boost your team player & management skills
- Be in touch with your IAAS friends, connections and colleagues all over the world
- Work experience in a dynamic, entrepreneurial and friendly environment
- Develop your talent and improve your soft skills in an international young team
- Grow your network with youth leaders and international organization’s personnel
- Flexibility and space for individual goals and development

Requirements

- Passion for the development of IAAS and its members
- Team management experience at Local and Member Committee levels
- IAAS knowledge and experience at local and international levels
- Comfortable to represent IAAS and its goals effectively on international levels
- Functional English speaking, reading, and writing
- Reliable access to a good internet connection which supports audio internet calls, including a computer microphone and camera
- Membership to a Full Member IAAS committee
- Ability to travel frequently
- Independently motivated
Commitment

- Willingness to move abroad for at least one of the 2 semesters (at Leuven, Belgium)
- Time to devote yourself to IAAS from August 2018 through August 2019
- A minimum weekly timely commitment of 6 days a week
- Attend the Strategy Meetings during 2018-2019; First Strategy Meeting will be August/September 2018
- Attend the General Assembly during WoCo 2019
- Reliable and committed to IAAS!

Tasks of an IAAS President

Introduction to the role

- To serve as the principal official representative of the Association in its relation to other organizations
- Final representative of IAAS globally to external stakeholders (global partners, youth organizations, UN, alumni, etc.)
- Represent IAAS in key external events (managed in synergy with the VP External Relations and other members of the Executive Board)
- To initiate contacts for co-operation with other student organizations
- Responsible for preparing the Annual Overview at the end of the year and printing the previous year's Annual Overview
- Responsible for preparing the EB report and including the individual contributions from other EB members
- If requested, the President must make him/herself available to take part of the IAAS Advisory Board between September 2019 - August 2020

Team management

- Final responsible for day-to-day management of the Executive Board team
- Responsible for the Executive Board planning process, it’s alignment with the Strategic Global Plan and individual Job Duties of the Executive Board members
- Manage and track team performance on a weekly basis, and run performance appraisals and individual meetings with EB members at least every quarter
- Responsible for assisting other EB members when needed
- Ensure education and training needed for the team and the individual members are delivered based on needs

Communication

- Ensure global communication with NDs and their engagement in global dialogues
- Final responsible in EB for the internal communication with the network, being the end representative of IAAS World towards the global network
- Management of personal social media channels to ensure alignment with IAAS values

Strategy Direction

- Responsible for short and long term strategy planning and follow up
• Ensure the alignment of IAAS strategic decisions with the IAAS mission and vision while ensuring continuous progress towards the IAAS 2020 ambition, achievement and beyond
• Ensure implementation of IAAS 2020
• Ensure a long-term approach towards IAAS’s strategic decisions while ensuring the memory of the organizational change is kept
• Oversee, supervise, feedback and track strategic work progress at different part of the EB structure (task forces, internal teams, EB projects) and ensure cohesion
• Responsible for preparing a proposed agenda of the World Congress and Director’s meetings together with the OC

Constitutional duties
According to the IAAS Constitution, the President is held responsible for the following tasks during his term in IAAS:

Article 7.2 Duties of the President

7.2.1 To serve as the principal official representative of the Association in its relation to other organisations.

7.2.2 To initiate and direct the work of the Executive Board.

7.2.3 To initiate contacts for co-operation with other student organisations.

7.2.4 Responsible for assisting other EB members when needed.

7.2.5 Responsible for IAAS participation in other activities of higher education or to delegate the task to an EB member that meets the requirement of the contact.

7.2.6 Responsible for the short and long-term strategy planning and follow up.

7.2.7 Responsible for preparing a proposed agenda of the World Congress and Director’s meetings together with the OC.

7.2.8 Responsible for preparing the annual overview at the end of the year and printing the previous year’s annual overview.

7.2.9 Responsible for preparing the EB report and including the individual contributions from other EB members.

7.2.10 The latest 1st of September the President shall inform every member country, the Regional Directors, Regional Exchange Coordinators and the Executive Committee about the status of the country as stated in article 4.1 of the By Laws.