



Dear applicants,

Thank you for applying for one of the Vice President positions on the FIMSSC for 2018-2019. I greatly appreciate the time and effort you are investing to be a part of this wonderful team I hope to foster. Student government is a valuable opportunity to engage with our faculty and I am incredibly excited to read your applications and hear your ideas for the upcoming academic year.

Before applying, I encourage you to read the FIMSSC Constitution, which will allow you to gain a more thorough understanding of the goals and guidelines behind our faculty's student government. While our Constitution is not all encompassing, it sets the basic expectations for your year ahead. The constitution can be found on [fimssc.ca](http://fimssc.ca) in the 'About' section.

The application process for the VP positions will consist of a written application, an interview, and an election consisting of the incoming president and the outgoing council on the evening of **Wednesday, March 7 2018**. (See Article VI of the Constitution for more details regarding the electoral process).

The four Vice President positions are listed below; full outlines of all the VP positions can be found in the Constitution. You can also reach out to members of the council who are currently occupying your positions of interest; a contact list of the 2018-2019 Council can be found on [fimssc.ca](http://fimssc.ca). As well, please don't hesitate to contact me for any questions that may arise.

As a VP on the FIMSSC, you will be required to manage a portfolio of positions (Listed under the description of each VP position), and be part of the executive team. As such, this application encourages you to begin thinking about your vision for this portfolio. Once selected for an interview, we will ask you to present your ideas (Part 2 of the application) to the current FIMSSC council. Don't worry about having a fully developed plan – we just want to gain an understanding of your visions for the position, management style, and experience.

Please answer the following questions to the best of your ability, and submit your application by the deadline: **Sunday, March 4 2018 at 5:00pm**. I will accept applications via email to [amaglioc@uwo.ca](mailto:amaglioc@uwo.ca).

If you have any questions about the process, please ask! Should this be absolutely incompatible with your schedule, please let me know as soon as possible to allow for alternative arrangements.

Take a deep breath and have fun with it. You've got this!

Sending you all the encouragement in the world,

Ariana Magliocco - FIMSSC President

## Available Executive Positions:

### Vice President Academic

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#### *Responsibilities:*

- Voicing the academic related views and concerns of FIMS undergraduate students
- Attending any academic related event concerning the FIMSSC within the greater community of UWO
- Organize at least one speaker event per academic year
- Organize at least one other academic event per semester
- Work with the FIMS Leadership and Mentorship Program (LAMP) to organize academic help sessions, and offer assistance to the residence staff on the FIMS floor at residence
- Administering the FIMS undergraduate academic journal, *Mediations*
- Representing the FIMSSC on the Academic Priorities Committee
- Carry out any other duties determined by the FIMSSC.

#### *Portfolio Members:*

- Faculty Liaison
- Assistant Faculty Liaison
- Alumni Relations Commissioner
- MPI Representative
- MTP Representative
- Graduate Representative

### Vice President Communications

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#### *Responsibilities:*

- Communicating and promoting FIMSSC happenings and endeavours
- Authority over all communicative outputs on behalf of the FIMSSC (MIT/MTP/MPI Facebook Fan Page and FIMSSC Twitter account and Instagram), NOT including *OPENWIDE*.
- Providing the Webmaster with weekly updates for the FIMSSC website
- Collecting student feedback, questions, or concerns and delegating them to the appropriate person(s), if not themselves
- Representing FIMSSC as a member of the relevant USC roundtable
- Attending USC clubs training
- Carrying out any other duties as determined by the FIMSSC

#### *Portfolio members:*

- Webmaster
- Street Team Coordinator
- Production Coordinator
- *OPENWIDE* Editor-In-Chief

## Vice President Events

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### *Responsibilities:*

- Organizing social events for FIMS undergraduate students;
- Working with other members in support of their portfolio-specific events
- Represent FIMSSC on the relevant USC roundtable
- Attend USC Clubs training
- Carry out any other duties determined by the FIMSSC.

### *Portfolio Members:*

- Charity Commissioner
- Alumni Relations Commissioner
- First Year Representatives
- Head Soph

## Vice President Finance

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### *Responsibilities:*

- Managing all financial matters of the FIMSSC
- Prepare Council budget and manage throughout the year
- Demanding financial statements from any person or organization receiving funds from the USC and arrange reimbursement in a timely manner
- Voting member of the FIMS Undergraduate Student Fund Committee
- Attending USC Clubs training
- Represent the FIMSC on the relevant USC roundtable
- Submit all financial documentation within 10 days or less
- Promoting the FIMS Undergraduate Student Fund, and keep records of all spending of the USF
- Carry out any other duties determined by the FIMSSC.

### *Portfolio Members:*

**N/A** – All members of the FIMSSC will report to the VP Finance on matters regarding council funds.

**Part 1:** Please provide your name, year, program, and the position(s) you are applying for. [Maximum length: 200 words per question]

Note: If you're applying for more than one position, please answer Q1 and Q3 twice.

1. Why are you the best candidate for the position? Why are you passionate about this portfolio?
2. What is one area in which you feel the FIMSSC can improve, and how would the council go about implementing this change?
3. What is one new initiative you would like to pursue in your desired position?
4. Why is the FIMSSC important to you and the greater Western community?
5. Explain a time where you felt overwhelmed with a task(s) at hand. How did you react at the time? What did you learn from it?
6. Scenario: you are given \$10 million and only 24 hours to do whatever you want with it, before it disappears. How do you spend it?

**Part 2:** In this section, think about your ideas for your desired position(s) under the three headings below. The questions under each heading aim to guide your brainstorming, but should not limit it. **No written proposal is necessary**, but come to your interview prepared to discuss your ideas with council.

#### Section 1: Portfolio Ideas

- Broadly speaking, what vision do you have for your portfolio on council?

#### Section 2: Leadership/Management Style

- What kind of leadership style would you employ?
- How would you manage the individuals under your portfolio, while attending to your council duties?

#### Section 3: Relevant Experience or Qualifications

- What skills do you have that pertain to this position?