

Position and Description for AWS Learning Club

- **Lead**

The Lead is the primary figurehead of the club, responsible for overall vision, strategy, and coordination. They ensure that the club's goals align with AWS's values and promote cloud education. The Lead oversees all operations, makes high-level decisions, and acts as the primary point of contact with AWS or other external partners.

- **Co-Lead**

The Co-Lead supports the Lead in managing the club and steps in during the Lead's absence. They handle specific tasks delegated by the Lead and help ensure that club activities run smoothly. The Co-Lead may focus on operational aspects, like organizing events and managing core team members.

- **Chief Finance Officer (CFO)**

The CFO manages the club's finances, budgeting for events, securing sponsorships, and ensuring that the club has enough funds for operations. They handle financial reporting and oversee any monetary exchanges for resources, events, or materials.

- **Vice Finance Officer**

The Vice Finance Officer assists the CFO in managing the club's financial activities. They may handle bookkeeping, assist in budget preparation, and ensure financial transparency within the club.

- **Executive Secretary**

The Executive Secretary is responsible for maintaining official records, managing meeting schedules, and distributing internal communications. They ensure that core meetings are well-organized, document meeting minutes, and help keep the team on track with deadlines.

- **Chief Creatives Officer**

The Chief Creatives Officer leads the creative team, responsible for designing promotional materials, social media content, and branding for the club. They ensure that the visual identity of the club is consistent and appealing, handling creative direction for events and media.

- **Vice Chief Creatives Officer**

The Vice Chief Creatives Officer assists the Chief Creatives Officer in executing the creative

vision. They may manage specific aspects of content creation, such as social media campaigns, graphic design, or creative brainstorming sessions.

- **Associate Chief Creatives (Photography)**

This person specializes in photography, responsible for capturing moments during events, documenting the club's activities, and providing high-quality images for promotional use.

- **Associate Chief Creatives (Videography)**

This person is responsible for videography, including creating videos for events, social media, or promotional purposes. They handle editing and ensure that the video content aligns with the club's vision.

- **Chief Marketing Strategy**

The Chief Marketing Strategy leads the development and implementation of marketing campaigns to promote the club's events and activities. They manage the overall marketing plan, including outreach and engagement strategies to grow the club's presence.

- **Vice Marketing Officer**

The Vice Marketing Officer supports the Chief Marketing Strategy by assisting in executing marketing campaigns, managing social media platforms, and helping with content creation to attract new members and engage the current ones.

- **Chief Operations Officer (COO)**

The COO handles the logistical and operational aspects of the club. This includes event planning, resource management, and making sure that everything runs smoothly. They oversee day-to-day operations and ensure that the club is functioning efficiently.

- **Vice Operations Officer**

The Vice Operations Officer assists the COO with logistical planning and operational tasks. They may handle specific details like securing venues, organizing schedules, or coordinating between different departments for events.

- **Chief Relations Officer**

The Chief Relations Officer is responsible for maintaining and fostering external relationships

with partners, sponsors, and other organizations. They handle public relations and networking, ensuring the club builds valuable partnerships and maintains a positive reputation.