

Job Description



ANESP //

Structure

ANESP Main Structure

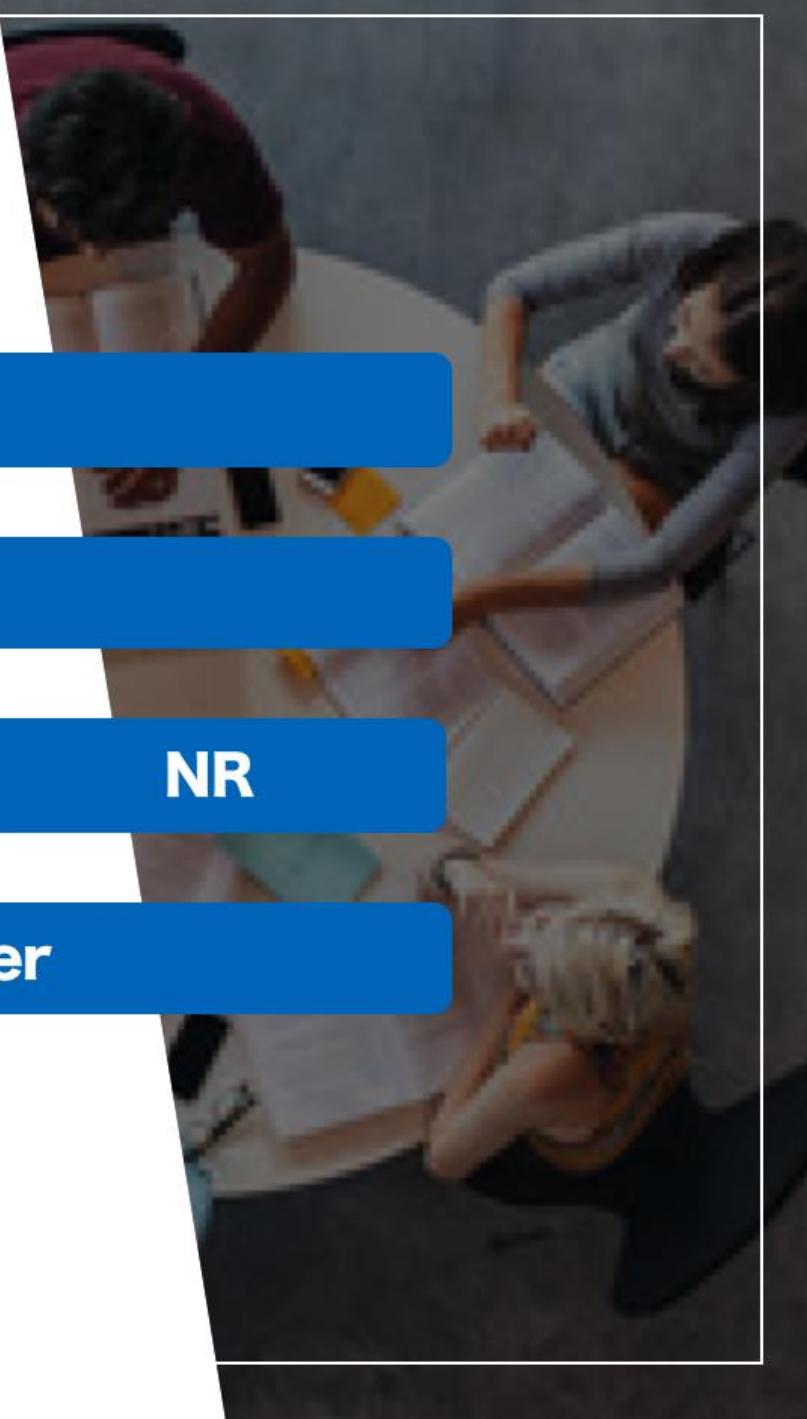
LCP

VP

TL

NR

Member



The background of the image is a collage of various business-related scenes. It includes a close-up of two people shaking hands, a laptop and smartphone lying on a desk, a globe, and a person's head and shoulders as they read a newspaper. The overall theme is professional and corporate.

LCP

LC President

Company's Growth
GLOBAL BUSINESS REVIEW

Role Describing

An LCP should develop a structure to reach the organizational goals while ensuring sustainable growth. The main responsibility reside in leading the Executive Board and the local committee in terms of goals achievements, performance and financial sustainability.

Personal Development

- How to run an organization
- Practical leadership experience
- Financial management
- Strategic planning
- Decision making under uncertainty
- A vast national network of students and professional people
- Team working and personal management skills

Success Measuring

Main job

- Number of internships realized
- Retention rate of quality of services and quantity of interns
- Percent growth in organizational results

Responsibilities

- Plan and track LC goals according to ANESP national plan
- Actively create, adapt and implement strategies on local level
- Adapt EB and LC structure as well as job description
- Participate in both national and local event
- Raise awareness among EBs and LC on the importance of internships growth
- Analyze financial reports and ensure financial transparency

Interaction

National**NCP, NCVPs, RDs, LCPs****Local****VPs, TLs, interns, Organizations**



TM Department

Role Describing

VP TM is meant to support the LC structure management by working according to ANESP Standards & Practices. The main job consist in delivering the best quality of leadership and ensuring the proper allocation of ANESPers.

Personal Development

- Organization management
- Practical leadership experience
- Strategic planning activities
- Decision making under uncertainty
- Team working and personal management skills
- Growing a network of professional contacts

Interaction

National

NCVPs, RDs, VPs TM

Local

LCP, VPs, TM TLs and Members

Success Measuring

Main job

- Ensuring that every member is getting leadership adjusted to their needs
- Selection of new members
- Coaching and performance tracking
- Local conference management
- Sharing SPs with the whole LC
- Cooperate with external LCs in TM

Responsibilities

- Ensure recruitment is for internships and leadership only
- Track quality of service and leadership of members
- Ensure that EB working by SPs
- Newbies management
- Ensure the good implementation of ANESP standards

Role Describing

Both the TL and the member of TM Department are ought to support the VP TM in running a good structure all while working according to ANESP Standards & Practices.

Personal Development

- Team working skills
- Personal management skills
- Practical leadership experience
- Planning activities
- Growing a network of professional contacts

Interaction

National

TLs and Members of TM

Local

VP TM, Members of TM

Success Measuring

Main job

- Ensuring that every member is getting leadership adjusted to their needs
- Selection of new members
- Local conference management
- Sharing SPs with the whole LC

Responsibilities

- Ensure that the recruitment is only for internships and leadership
- Track quality of service and leadership of members
- Newbies management
- Ensure the good implementation of ANESP standards

A black and white photograph of a young woman with dark, curly hair. She is wearing a red patterned headband and glasses. She is looking down at a tablet device she is holding. The background is blurred, showing what appears to be an office or library setting.

MKT

Department

Role Describing

The role of VP MKT is to lead a promotional structure for the whole LC which requires the establishment of planning strategy with all departments and full awareness of running projects in order to ease the achievement of the organizational goals.

Personal Development

- How to promote for an organization
- Practical leadership experience
- Strategic planning
- Decision making under uncertainty
- A vast national network of students and professional people
- Team working and personal management skills
- Public speaking and conference's leading

Interaction

National

NCVPs, RDs, VPs MKT

Local

LCP, VPs, TLs and Members MKT

Success Measuring

Main job

- Shaping the LC, promoting for projects and team dynamics
- Communication roles
- Promote for team vision, values and cooperation
- Provide all necessary actions to better present the LC

Responsibilities

- Plan, track and promote LC goals according to ANESP national plan
- Actively create, adapt and implement strategies of marketing
- Always keep updated about new strategies of marketing
- Create LC booklets and marketing supports
- Participate in national and local event

Role Describing

The TL MKT is meant to help the VP MKT leading a promotional structure for the whole LC while the members should help manage a full awareness concerning the projects for a better goals achievements

Personal Development

- How to promote for an organization
- Practical leadership experience
- Strategic planning
- Team working and personal management skills
- Public speaking

Interaction

National

TLs and Members of MKT

Local

VP MKT, Members of MKT

Success Measuring

Main job

- Promoting for projects and team dynamics
- Promote for team vision, values and cooperation
- Provide all necessary actions to better present the LC

Responsibilities

- Help the VP in planning the LC goals according to ANESP national plan
- Actively create, adapt and implement strategies of marketing
- Always keep updated about new strategies of marketing
- Participate in national and local event

A photograph of a classroom scene. In the foreground, a student with blonde hair tied back in a bun is looking down at their desk. Behind them, another student with dark hair tied back is also looking down. In the background, several other students are visible, some looking towards the front of the class. The students are wearing casual clothing like t-shirts and hoodies. The overall atmosphere is one of focused study.

LGST

Department

Role Describing

VP LGST should develop a structure to a better deployment of the organization's resources (accommodation, transportation, internship needs...etc.) all while ensuring sustainable growth. The main responsibility reside in facilitating the LC's access way to resources for better achievements.

Personal Development

- How to run logically an organization
- Practical leadership experience
- Strategic planning
- Decision making under uncertainty
- Resources management
- A vast national network of students and professional people
- Team working skills
- personal management skills

Interaction

National

NCVPs, RDs, VPs LGST

Local

LCP, VPs, TLs and Members LGST, interns

Success Measuring

Main job

- Ensure that interns are satisfied and the living conditions are well managed
- Prepare an organized structure of transportation for the interns
- Ensure that the LC's resources are well shared

Responsibilities

- Plan and track LC logistical goals according to ANESP national plan
- Actively create, adapt and implement strategies with the help of VP iCS
- Adapt to the job description
- Participate in national and local event
- Raise awareness and knowledge among LGST department concerning the essence of internships growth
- (For logistical purposes) analyze financial reports with VP F&L

Role Describing

TL LGST should develop help in both developing and managing a logistical structure for the LC for a better deployment of the organization's resources (accommodation, transportation, internship needs...etc.).

Personal Development

- Organization logistic management
- Practical leadership experience
- Strategic planning
- Resources management
- A vast national network of students and professional people
- Team working skills
- personal management skills

Success Measuring

Main job

- Ensure that the interns' living conditions are well organized
- Ensure a well organized structure of transportation for the interns

Responsibilities

- Plan and track LC goals according to ANESP national plan
- Help implementing strategies on local level with VP LGST
- Participate in national and local event
- Use the financial resources according to VP LGST structure
- Ensure transparency of logistical resources

Interaction

National

TLs and Members of LGST

Local

VP LGST, Members of LGST, interns

A close-up photograph of a person's hands wearing a dark suit jacket. The person is holding a silver pen in their right hand, pointing it towards a stack of silver coins. In the background, there are more stacks of coins and some papers on a desk. The overall color palette is blue and silver.

F&L Department

Role Describing

The main job for a VP F&L is the budget planning, execution and tracking in order to ensure a good financial management for the whole LC term, all while working by the ANESP SPs.

Personal Development

- How to plan and track an organization's budget
- Practical financial experience
- Financial management
- Strategic planning
- Decision making under uncertainty
- Team working and personal management skills

Interaction

National

NCVPs, RDs, VPs F&L

Local

LCP, VPs, TLs and Members F&L, interns

Success Measuring

Main job

- Budget creation and tracking
- Bank account management
- Provide either covered or provided accommodation
- Economize the LC's financial structure
- Maximize the LC's income by proving a good financial structure

Responsibilities

- Ensure a financial sustainability and prudence
- Allow a financial transparency
- Make financial decisions to ensure an independent growth for the LC
- Plan and track LC goals according to ANESP national plan

Role Describing

The main concern for F&L TL and Member is to ensure that the LC's budget planning and tracking activities are going alongside with ANESP's Standards & Practices.

Personal Development

- Tracking an organization's budget
- Practical financial experience
- Financial management
- Team working and personal management skills

Success Measuring

Main job

- Budget creation and tracking
- Planning a budget structure
- Provide either covered or provided accommodation

Responsibilities

- Plan and track LC goals according to ANESP national plan
- Ensure a financial sustainability and prudence
- Allow a financial transparency
- Ensure an independent growth for the LC

Interaction

National

TLs and Members of F&L

Local

VP F&L, Members of F&L, interns

A photograph of two men in a professional environment. One man, wearing glasses and a dark suit, is looking down at a tablet or laptop screen. The other man, wearing a striped shirt, is leaning in close, also looking at the screen. They appear to be discussing something important. The background is a bright, modern office space.

oGS
Department

Role Describing

The VP oGS is responsible on both Costumer Line and Matching process, their main job is to ensure a good delivery of the provided opportunity as well as maintain a higher rate of quality of services and quantity of interns.

Personal Development

- Practical leadership experience
- Strategic planning
- Decision making under uncertainty
- Develop a professional contact
- Public speaking and conference's leading
- How to manage an organization
- Retention of quality of service
- A vast national network of students and professional people
- Team working and personal management skills

Interaction

National

NCVPs, RDs, VPs oGS, NR

Local

LCP, VPs, TLs, NR, oGS members, interns, students

Success Measuring

- Regular contact with interns during internships
- Members coaching and career planning tracking
- Revising and adjusting activities timeline
- Establish the induction Seminar of interns
- Identifying partners potential
- Establish partnerships with other LC's
- Setting numeric goals and profiles
- Delivering oGS updates to the LC
- Participate in conferences and local reunions such as LCR
- Promote ANESP culture and opportunities
- Develop national cooperation to fasten delivery
- Support interns in the CL process
- Establish matching rules for the LC

Role Describing

TL and member oGS are both responsible on ensuring a fasten delivery of good quality of provided internships and quantity of interns.

Personal Development

- Practical leadership experience
- Strategic planning
- Develop a professional contact
- Public speaking and conference's leading
- Retention of quality of service
- A vast national network of students and professional people
- Team working and personal management skills

Success Measuring

- Regular contact with interns during internships
- Establish the induction Seminar of interns
- Identifying partners potential
- Setting numeric goals and profiles
- Participate in conferences and local reunions such as LCR
- Promote ANESP culture and opportunities
- Develop national cooperation to fasten delivery
- Support interns in the CL process
- Establish matching rules for the LC

Interaction

National

NR, oGS TLs and Members

Local

VP oGS, NR, TLs & Members of oGS, interns, students

A vibrant, candid photograph of a group of young women of various ethnicities, all wearing sunglasses and smiling. They are outdoors, with bright sunlight creating strong highlights and shadows. The woman in the foreground on the left has blonde hair and is laughing heartily. Behind her, another woman with blonde hair is looking directly at the camera. To the right, a woman with dark curly hair is also smiling. The overall mood is joyful and carefree.

ics Department

Role Describing

The VP iCS is responsible about raising internship opportunities, Costumer Line and Matching process, the main job is to ensure that the interns are having a good quality of internships and maintain a higher quality of services.

Personal Development

- Practical leadership experience
- Strategic planning
- Decision making under uncertainty
- Develop a professional contact
- Public speaking and conference's leading
- How to manage an organization
- Retention of quality of service
- A vast national network of students and professional people
- Team working and personal management skills

Interaction

National

NCVPs, RDs, VPs iCS, NR

Local

LCP, VPs, TLs, NR, iCS members, interns, students

Success Measuring

- Set goals for local committee (raising, matching and realizing)
- Rise markets and ensure its retention
- Set growth strategies and regular goals tracking
- Ensure proper iCS internships with a good quality of service
- Build and track LC's partnerships
- Prepare members in terms of LC presenting national conferences
- Ensure clear communication between partners and members
- Execute national partnerships
- Make sure that all partner organizations are satisfied
- Promote ANESP culture and opportunities
- Develop national cooperation to fasten delivery
- Support interns in the CL process

Role Describing

TL and member iCS are ought to raise a good internships and ensure that all interns are having leadership development while exercising their internships.

Personal Development

- Practical leadership experience
- Strategic planning
- Develop a professional contact
- Public speaking
- Retention of quality of service
- A vast national network of students and professional people
- Team working and personal management skills

Success Measuring

- Ensure a better opportunity in terms of raising, matching and realizing
- Rise markets and ensure its retention
- Ensure proper iCS internships with a good quality of service
- Build and track LC's partnerships
- Prepare members in terms of LC presenting national conferences
- Execute national partnerships
- Make sure that all partner organizations are satisfied
- Promote ANESP culture and opportunities
- Support interns in the CL process

Interaction

National

NR, iCS TLs and Members

Local

VP iCS, NR, TLs & Members of iCS, interns, students



The logo for ANESP features the acronym "ANESP" in a bold, white, sans-serif font. The letters are partially cut off by a thick, dark blue horizontal bar that runs across the logo. To the left of the bar, there is a small, thin black diagonal line that extends upwards and to the right. To the right of the bar, there are two parallel vertical lines, also in dark blue, which extend downwards from the top of the bar. The background of the logo is a solid dark blue.

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