



Electrical, Computer, and Software Students' Society

An Appointed Officer (Commissioner) acts as a non-elected member of the Society. It is required to hold a Commissioner position for at least one (1) term in order to obtain eligibility for a position as an Executive Officer. Commissioner duties are documented below.

Sponsorship Commissioner

Ensure the financial needs of the Society are met; reach out to organizations seeking sponsorship; update the sponsorship package.

Academic Events Commissioner

Coordinate with the VP Events to plan and host academic-oriented events.

Social Events Commissioner

Coordinate with the VP Events to plan and host social-oriented events.

Professional Development Commissioner

Coordinate with the VP Events to plan and host professional development events.

Artistic Commissioner

Create and distribute posters for Society events.

Operations Commissioner

Assist the VP External and VP Internal with their duties (inter/intra society communication)

Information Technologies Commissioner

Assist with the maintenance of Society technologies, such as the webserver, Council Emails, and the file server.

Promotions Commissioner

Coordinate with the VP Events and Artistic Commissioner to promote Society events.

Webmaster

Maintain the Council Website (zooengg.ca)

Zoo Trip Director

Plan and coordinate the annual reading week trip to Silicon Valley.

Frosh/Engg Week Director

Direct the Society's involvement in Frosh and Engg Week.

2nd/3rd/4th Year Representatives

Act as a bridge between the Society and it's members; make announcements to your year and compile feedback back to the Society.

Position: _____

Name: _____

Tel: +1 (_____-_____-_____) Email: _____

Signature: _____ **Date:** _____