

## **Position Requirements**

### ***Chairperson:***

- Extensive and proven experience in Model United Nations.
- Proven leadership experience in an extra-curricular setting, preferably at USEK.
- Good leadership, communication, management, and organizational skills.
- Not subject to any disciplinary measures at USEK.
- Not on probation.
- At least one more year remaining at USEK.

### ***Lead Executive:***

- Proven experience with UMC.
- Proven leadership experience in an extra-curricular setting, preferably at USEK.
- Good communication skills, time management capacities, and organizational capabilities.
- Not subject to any disciplinary measures at USEK.
- Not on probation.
- At least two more years remaining at USEK.

### ***Counselor:***

- Previous experience as UMC Chairperson.
- Ready to contribute to and grow the Chapter effectively.
- Capable of managing relevant support for the Chapter.
- Able to network and provide potential partnerships, funds, grants, etc.

### ***Head of Programs:***

- Proven experience with UMC or similar endeavors.
- Dedicated contributor to past UMC activities.
- Actively supports the Chapter and is committed to growth.
- Demonstrates innovative content ideas and good concept development skills.
- Not subject to any disciplinary measures at USEK.
- Not on probation.
- At least two more years remaining at USEK.

### ***Head of Logistics and Communications:***

- Proven experience with UMC or similar endeavors.
- Active contributor to past UMC activities.
- Proven organizational skills and good management capacities.
- Not subject to any disciplinary measures at USEK.
- Not on probation.



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- At least two more years remaining at USEK.

### ***Coordinator (applies to all):***

- Proven experience with UMC or similar endeavors.
- Actively contributes to the growth of the Chapter.
- Willing to support all UMC activities, programs, and projects.
- Capable of delivering on time and respecting deadlines.
- Good communication skills and ability to coordinate tasks with respective board members.
- Not subject to any disciplinary measures at USEK.

### ***Officer (applies to all):***

- Proven experience with UMC or similar endeavors.
- Dedicated member.
- Attends all UMC activities.
- Demonstrates readiness to grow and learn.
- Capable of good communication and supporting their respective coordinator.

### ***Member:***

- Should participate in at least one UMC program.
- Should be willing to contribute to the Chapter's growth by offering new ideas.
- Not subject to any disciplinary measures at USEK.

## **Selection Process**

### ***Chairperson:***

The Chairperson is selected by the Student Affairs Office (SAO) based on a 2-year agenda which shall be submitted at the start of their candidacy. The SAO selects the most suitable candidate in coordination with the current Chairperson and the UMC Counselor to benefit from their on-field perspective.

### ***Counselor:***

The Counselor is appointed by the current Chairperson in coordination with the SAO.

### ***Lead Executive, Head of Programs, and Head of Logistics and Communications:***

All board members are selected by the Chairperson in coordination with the SAO.



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### **Termination Process**

- The initial termination process is based on the expiration of the terms of each position as outlined in the Bylaws.
- The expiration of a position may be extended at the discretion of the SAO following a needs assessment.
- Emergency termination of a position may occur based on the UMC Warning System (see Annex 2).
- The Chairperson may terminate any position before its term, following a consensus with the SAO based on unforeseen circumstances.
- A terminated member may participate in UMC programs (as a participant) if their termination was not based on disciplinary misconduct (see USEK Student Code of Conduct).