

# #ISUNA20

## ISU Norway Executive and National Board Elections

The ISU EB & NB is elected every year by the National Assembly (NA) for a period of 1 year, after which new elections must be held. (Please be advised that **only** students that will be residing & studying at a higher education institution in Norway for the following year can run for these positions).

The Executive Board (EB) consists of the National President, Political Affairs Officer and Union Development Officer.

The National Board (NB) consists of the 3 EB members, plus Chairman, Vice Chairman, Treasurer and Political Auditor.

There is an overlapping transitional period of one month between the sitting and incoming EB, after which the incoming elected representatives fully assume the responsibilities of the position from the 1st of July 2020.

### § 3.3.3 Duties of the National Board Members

- **Chairman** – Responsible for chairing all National Board meetings, calling for NB meetings, creating an agenda for NB meetings, and ensuring all NB members have tasks assigned and followed through with. In its absence, the chair can nominate one person from the NB to take their responsibilities on their behalf.
- **Deputy Chairman** – Assists Chairman and Political Auditor. Supports continuity with maintenance of local board resources and database. Ensures that branches have access to current ISU-material.
- **Treasurer** – Work with OC to create updates on budget and projected costs.
- **Political Auditor:** Ensures that all committees and boards at a local and national level are adhering to constitutional principles.

<b>§3.2.1 Duties of the Executive Board Members</b>	<b>Recommended Experience &amp; Skills</b>
<p style="text-align: center;"><b>National President</b></p> <ul style="list-style-type: none"> <li>● The main representative/face of the ISU Norway, both internally and externally.</li> <li>● Responsible for representation of ISU Norway at meetings of partner organizations, the Norwegian Government and other external organizations.</li> <li>● Represents the ISU EB and chairs all board meetings.</li> <li>● Responsible for working closely with the OC</li> </ul>	<ul style="list-style-type: none"> <li>● Previous leadership &amp; organisational experience</li> <li>● Confident in public speaking &amp; familiarity with ISU's partner organisations</li> <li>● Able to lead and work in a team</li> <li>● Experienced in finance &amp; budgeting</li> <li>● Ability to motivate &amp; manage people</li> <li>● Excellent communication (written and spoken), negotiation &amp; networking skills</li> <li>● Previous experience with ISU Norway Local Branches</li> </ul>
<p style="text-align: center;"><b>Union Development Officer</b></p> <ul style="list-style-type: none"> <li>● Is responsible for supporting the work of the president of ISU-Norway.</li> <li>● Is responsible for maintaining regular communication with the ISU Local Branches, maintaining regular communication with international office representatives at the different institutions, and being the link between the ISU local branches and the NB.</li> <li>● The UDO should have the sole responsibility of visiting and contacting the local branches to give them support and assistance, if necessary, with the election of new boards to ensure the continuity.</li> <li>● Leading the work of the Regional Cooperation Groups (RCGs).</li> </ul>	<ul style="list-style-type: none"> <li>● Previous finance/economics experience or fundraising awareness</li> <li>● Committed, hardworking &amp; dedicated to the interests of international students</li> <li>● Experience of working in a team is vital in addition to problem-solving ability, patience &amp; tact</li> <li>● Must have previous experience working in a local board</li> <li>● Previous experience with ISU Norway Local Branches</li> </ul>

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| <ul style="list-style-type: none"><li>• Monitoring the possible enlargement of the organization, if appropriate, for the creation of a new local branch.</li></ul> |  |
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## Political Affairs Officer

- Monitoring media possibilities for ISU and using them appropriately with approval of the NP, in accordance with the ISU Norway Platform 2009.
- Is responsible for publishing press releases approved by the NB.
- Leading the information campaigns together with the National President
- Is responsible for the reception and presentation of cases and petitions from the local branches to NB.
- Tracing the national and regional laws regarding international students and inform local branches.
- In charge of bringing issues regarding housing and academic welfare of students to the NB.

- Solid understanding of social media
- Ability to create publicity
- Excellent communication skills both orally & in writing
- Good IT & presentation skills
- Creativity
- Excellent interpersonal skills
- Good research skills
- Political awareness

### § 3.2 The Executive Board Positions

1. The NA will elect a National President on a 25% salaried position.
2. The NA will elect one Union Development Officer on 25% salaried position.
3. The NA will elect one Political Affairs Officer on a 25% salaried position.

**Please note:** Any student enrolled at a higher education institution in Norway can run for a position on the National Board, regardless of their experience or skills. The Recommended Skills & Experience below are a helpful guide, but it does not rule any student ineligible.

## How to apply for National Board Positions (*Decided by NB*)

### Apply by sending:

- CV (two pages maximum) and motivation letter (no more than one page) indicating why you are applying for that specific position, what you will bring to ISU and why delegates should vote for you at the National Assembly.
- A recent passport size picture, name of university and studies (remember that to apply to the Executive and National Board you must be a student for the next year at a Norwegian institution of higher education).
- You may also prepare a PowerPoint presentation (10 pages max) and/or 5 minute video introducing yourself and why you are a good candidate for the position for the National Assembly, however this does not need to be submitted by deadline

**Send your application to [nationalsecretary@isu-norway.no](mailto:nationalsecretary@isu-norway.no) no later than 20th of April 2020 at 23.59. The National Secretary / Organisational Consultant will forward all applications received to the Elections Committee.**

Your name, programme of study, university/institution, motivation letter and position(s) applied for will be posted on the ISU website in the lead up to the NA. These will be removed from the website after the NA. Your CV will only be used for internal purposes only and will not be kept after the election.

Candidates can only apply for one position on the Executive and National Board.

No interviews will be conducted by the Elections Committee before the election.

Candidates should be prepared to provide a 5-minute long maximum video introducing themselves and their reasons for wanting to run for their position at the National Assembly.

Absolutely no applications submitted after the published deadline will be accepted.