

- i. The MASU Executive Committee has the right to evaluate any facet of the yearbook at any time during its production to make sure it coincides with the general overall wishes of the student body;
 - ii. The yearbook should contain content oriented towards memorabilia;
 - iii. All factions of the University community be represented in the yearbook;
 - iv. Deadlines should be followed to ensure that the yearbook will be completed and returned to students by the end of October or early November;
 - v. The final production of the yearbook must be approved by the Executive Committee.
 - c. Be familiar with the operations of a yearbook and the photographic process;
 - d. Be responsible for co-ordination of sections with other yearbook assistants;
 - e. Along with the Vice-President, Finance and Operations and the MASU Administrator, ensure the Allisonian is completed on budget and on time;
 - f. The editor(s) should be available to attend a week-long course at the end of the summer sponsored by the publishing company, if applicable;
 - g. The editor is required to stay in Sackville over the summer or until the yearbook is finished;
 - h. Attend the annual MASU Jobs Fair;
 - i. Attend the annual MASU Training Day in the winter semester;
 - j. This position cannot be held in conjunction with an elected position in Law 4 of the Bylaws of the MASU;
 - k. There is an honorarium with this position; and,
 - l. Each editor must submit a final report to the Human Resources Manager.
3. The **Assistant Entertainment Director** shall:
 - a. Serve a term of office from the first day of May to the thirtieth day of the following April;
 - b. Report to the Entertainment Director;
 - c. Act as Entertainment Director in the absence or incapacity of the Entertainment Director;
 - d. Remain in constant contact with the Entertainment Director over the summer;
 - e. Assist the Entertainment Director with all aspects of entertainment events, with the exception of bookings;
 - f. Be responsible for all promotion and marketing of various MASU and clubs and societies sponsored events;



- g. Be responsible for developing alternative types of entertainment (i.e. movie nights, coffee houses, etc.);
 - h. Be in constant communication with the Vice-President, Finance and Operations and the MASU General Manager in terms of budgeting events;
 - i. Help to plan the annual ASCARS awards show in conjunction with the Entertainment Director and Vice-President, Student Life;
 - j. If circumstances permit, the Assistant Entertainment Director shall attend the COCA Conference;
 - k. Attend the annual MASU Jobs Fair;
 - l. Attend the annual MASU Training Day in the winter semester;
 - m. This position cannot be held in conjunction with an elected position in Law 4 of the Bylaws of the MASU;
 - n. There is an honorarium with this position; and,
 - o. A final report is required to be submitted to Human Resources Manager.
4. The **Campus Life Coordinator** shall:
 - a. Serve a term of office from the first of September to the thirtieth of April;
 - b. Assist the Vice-President, Student Life with the administration of Social Caucus and communication with Residence Executives;
 - c. Assist the Vice-President, Student Life with the administration of Clubs & Societies on campus, including constitutions, training sessions and the Clubs & Societies Fairs;
 - d. Complete tasks as required by Council and the MASU as assigned by the Vice-President, Student Life;
 - e. Report to the Vice-President, Student Life;
 - f. Attend the annual MASU Jobs Fair;
 - g. Attend the annual MASU Training Day in the winter semester;
 - h. This position cannot be held in conjunction with an elected position in Law 4 of the Bylaws of the MASU;
 - i. There is an honorarium with this position; and,
 - j. A final report is required to be submitted to the Human Resources Manager.
5. The **Chairperson (of the SAC)** shall:
 - a. Serve a term of office from the first of May to the thirtieth day of the following April;