



1. The **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 Vice-President, Student Life;
 - c. Be required to be in constant consultation with the Vice-President, Finance and Operations and the MASU Administrator in terms of organizing and budgeting of MASU sponsored events;
 - d. Provide information for entertainment to clubs and societies and special events committees;
 - e. Coordinate and organize entertainment functions throughout the entire academic year;
 - f. Develop and maintain communications with various booking agents and with other entertainment coordinators in the Maritimes;
 - g. Chair the Entertainment Committee;
 - h. Negotiate all entertainment arrangements and contracts in consultation with the Vice-President, Finance and Operations and the MASU Administrator;
 - i. Be responsible for hosting entertainers;
 - j. Market and promote all MASU sponsored entertainment on campus in conjunction with the Vice-President, Communications;
 - k. Work closely with the Orientation Chair in booking entertainment and looking after bands during events;
 - l. Report to the Vice-President, Student Life and Vice-President, Finance and Operations on all entertainment events in addition to any other relevant campus events (house events, clubs and societies events, etc.);
 - m. Plan the annual ASCARS awards show in conjunction with the Vice-President, Student Life;
 - n. Chair, at the discretion of the Vice-President, Student Life, the ASCARS Commission;
 - o. Properly consult with the Vice-President, Finance and Operations and the General Manager regarding the organization and budgeting of the ASCARS;
 - p. If circumstances permit, the Entertainment Director shall attend the COCA Conference;
 - q. There is an honorarium with this position; and
 - r. A final report is required to be submitted to Council.