



1. The **Allisonian Editor(s)** shall:
 - a. Report to the Vice-President, Communications for the overall production of the yearbook;
 - b. Follow the guidelines set down by Council:
 - 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 MASU Administrator, ensure the Allisonian is completed on budget and on time;
 - f. The incoming editor(s) will go through a brief training period with the outgoing editor(s). The editor should be available to attend a week-long course at the end of the summer sponsored by the publishing company, if applicable. The editor is required to stay in Sackville over the summer or until the yearbook is finished;
 - g. There is an honorarium with this position; and
 - h. Two reports are required to be submitted to the Executive Committee; one report should occur midway through production and a final report upon completion of the yearbook.