



McMaster Engineering Society



Appointed Position Responsibility Contract

I, _____ (full name) stipulate that I am eligible for the position of _____ (position title), and if elected, I will satisfy the following criteria required of me:

- I have read all sections of the MES Policy Manual related to my position.
- I am eligible for my position.
- I will keep a record of my position, tasks, and responsibilities to pass on during transition for the next student to hold my position.
- I am familiar with the positions to which I am to report and I am familiar with the positions I must supervise.
- I am familiar with the Constitution of the MES, especially:
 - The MES' Aims and Purposes
 - My responsibilities as a Council Member
 - The powers and authority of the Council
- I will satisfy the requirements of my position to the full extent of my ability.
- I understand that this position demands a significant proportion of my time and I am willing to be able to be available.

I understand that if these criteria are not adequately met, the Executive reserves the right to withhold payment for the term in question, if applicable, or terminate the contract, removing the position holder from his or her position.

Candidate

Full Name: _____ Signature: _____ Date: _____

Witness

Full Name: _____ Signature: _____ Date: _____