

President Job Description

(Excerpted from the CUPE 387 Bylaws)

SECTION 9 – DUTIES OF OFFICERS

Each Officer of Local 387 is encouraged to participate in CUPE educational courses to enhance their leadership skills and expand their knowledge and expertise.

All Officers must give all properties, assets, funds and all records of the Local Union to their successors at the end of their term of Office.

(Article B.3.9)

All signing Officers of Local 387 shall be bonded through the master bond held by CUPE National. Any Officer who cannot qualify for the bond shall be disqualified from having signing authority.

(Article B.3.5)

President

The President shall:

- Enforce the CUPE National Constitution, these Local Union bylaws and the Equality Statement.
- Chairs all meetings of the local union
- Interpret these bylaws as required.
- Preside at all membership and Executive Board meetings and preserve order or delegate these duties to another member of the Executive Board.
- Decide all points of order and procedure (subject always to appeal to the membership).
- Have the same right to vote as other members. In the case of a tie vote, the President may cast another vote or the President may refrain from casting an additional vote, in which case the motion is defeated.
- Ensure that all Officers perform their assigned duties.
- When elections have not been provided to fill a vacancy, the president may appoint a member to fill the vacancy.
- Be a member of the CUPE 387 Holdings Society and Finance Committee
- Introduce new members and conduct them through the initiation ceremony.
- Be one of the signing officers and ensure that the Local Union's funds are used only as authorized or directed by the CUPE Constitution, Local Union bylaws, or vote of the membership.

- Be allowed necessary and reasonable funds to reimburse the President or any Officers for expenses incurred on behalf of the Local Union. Expense claims must be listed on a proper form outlining the expense, the reason for the expense, and with supporting receipt(s) attached.
- Have first preference as a delegate to the CUPE National Convention and CUPE BC Convention.

(Article B.3.1)