

Leiden, the 20th of July 2018

Open call

Treasurer

Hereby the National Board re-opens the call for the position of Treasurer for the year 2018-2019. In this position you are the treasurer of a part-time, decentralized board, which requires you to coordinate all finances in the association. There is the possibility of taking extra portfolios.

During this year, you will work together with the six other National Board members to improve ESN the Netherlands and support local sections in the best way possible. The position is part-time, but requires flexibility and perseverance. Because ESN the Netherlands has no official office you will mostly work from home.

Task description

- Financial administration
- Responsible for the financial report
- Responsible for reimbursements, invoices and bills
- Attend board meeting, meetings with the Supervisory and Audit Committee, meetings with the CoA, NPs and CLR's
- 50% general board tasks (e.g. representation, meeting sections)

Required skills and expertise

- Interest in finances and numbers
- Basic knowledge in finance and Excel, or the ability to learn
- Good knowledge of written and spoken English
- Communication skills
- Able to speak and present in front of an audience
- Ability to be structured and precise
- Time management
- Critical thinking

Advantages

- Gain a new perspective on the organisation
- Attain a new set of skills and tasks for working on the same goal
- Stay in touch with ESN'ers and the ESN culture

- Choose additional portfolios (in agreement with your fellow board members) of your interest
- Develop and improve highly valued skills
- Presenting and debating
- Understanding of organisations
- Opportunity to attend international events and meetings
- Invest in your personal development within an internationally acknowledged organisation

What do you do as a Board member of ESN the Netherlands?

For a year you are responsible for the direction of ESN the Netherlands

Together with your Board members you lead ESN The Netherlands. This means you will decide which direction the organisation will take. In this you will be guided by your predecessors at the beginning of the year and supported by the Council of Advice. As the board you can decide what your focus points and new projects will be!

Make a difference for international students in the Netherlands

ESN The Netherlands represents the international students living in the Netherlands and you will have regular meetings and events with big national organisations and companies to make a difference for international students in the Netherlands! ESN The Netherlands advocated for international students on the field of education, housing, information provision, etc. ESN The Netherlands also works together with other youth organisations and student representations organs and is part of the Dutch Youth Council. This is your chance to work on your professional skills!

Guide the national coordinators, committees and the local volunteers

You and your Board members will be supported by a number of National Coordinators and committees that consist of people within and outside the national network. As a national Board member you can pick the portfolios that suit you best. From the international projects to guiding New Sections or the Alumni. You will guide these volunteers and help them to make the most out of their work.

You are the link between ESN International and local sections

ESN is a network consisting of three levels. The local level, the national level and the international level. As a national Board member you are the contact person for the local sections and provide information given by the international level to the sections. The international level focuses on policy making and developing tools for the local level. It is important that the local level has access to these tools and that they provide their experience with the policy makers.

What is ESN?

Erasmus Student Network (ESN) is the biggest interdisciplinary student association in Europe. It was founded on the 16th of October 1989 in Utrecht and legally registered in 1990 for supporting and developing student exchange.

ESN works for the creation of a more mobile and flexible education environment by supporting and developing the student exchange from different levels, and providing an intercultural experience also to those students who cannot access a period abroad ("internationalisation at home").

We have more than 500 sections in 40 countries and we are constantly developing and expanding. This happens on a local, national and international level. On these three levels we have around 14.500 active members. On a local level these members are supported by local volunteers in the roles of buddies, guides, committee-members and so on. Thus, ESN involves around 34.000 young people offering its services to around 190.000 international students every year.

ESN the Netherlands is where it all started and with 17 sections and 1 candidate section, we are still building on making ESN better every day. As a Board member of ESN the Netherlands you get to be involved as a key player in this organisation, advocating on behalf of ESN in the Dutch Higher Education area.

Application Procedure

Please send the following documents to secretary@esn-nl.org as soon as possible

- Curriculum Vitae
- Motivation letter
- Letter of recommendation / letter of support from your local section (if applicable)

If you have any questions regarding the application procedure or want more information about our section and board position, please do not hesitate to contact us via info@esn-nl.org or approach one of the board members personally.

Kind regards,

The National Board of 2018-2019