

**THE CANADIAN ASSOCIATION
OF BUSINESS STUDENTS**

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CABS EXECUTIVE ORIENTATION PACKAGE

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The intent of this orientation package is to provide essential information to incoming executives regarding their role and duties as they correspond to their mandate with CABS. For further information about CABS and its services, please consult the organization's range of promotional materials and publications.

Letter from the CABS Management Team

Dear Incoming CABS Executive,

Congratulations on your new role as a Business Student Association Executive! You should be proud of the commitment you've made to your fellow students, your campus, and your community. As an executive of your student government, you have a unique ability to better the experience of undergraduate business students at your university, and the opportunity to make a positive, lasting impact working with your peers and President. It will be tough, it will be challenging, but above all else, it will be rewarding.

What makes this journey even more special is you aren't alone in your pursuit - you have peers at other universities, across the nation that have undertaken the same mandate. With CABS, you are connected to Business Student Association Executives throughout Canada, which will become an invaluable resource throughout your term. These individuals will not only become a support system and medium for information, but close friends and confidants.

Our experiences from being involved in our school Business Student Associations have made such an impact on us. Through the successes we shared and challenges we solved, we have all learned so much from working with peers, faculty, external partners, and mentors. We have been able to develop professionally, as well as grow personally alongside peers from across Canada who have since become close friends. We will forever remember the lessons we gained along the way and wish you the same.

The continued dedication we witness from the future business leaders of Canada has been a source of constant inspiration. CABS is strengthened every year by the individuals who come together and lead their Business Student Associations in a way that demonstrates the caliber of business students across our nation.

The intent of this orientation package is to provide you with the background, context, and tools necessary to become an effective contributor within this national organization. The opportunities and potential for CABS are only limited by what we can imagine.

Sincerely,

CABS Management Team
2015-2016

OVERVIEW

The Canadian Association of Business Students (CABS) is a not for profit organization that represents over 85,000 business students from 32 universities across Canada. Our purpose is simple: we exist to advance the interests of Canadian business students and improve their undergraduate experience through the development of their respective student groups. By maximizing the potential of these future leaders, we aim to create a vibrant national community driven by excellence in the Canadian business environment.

Through events, programs, and networks, CABS provides the nation's business students with more opportunities outside the classroom - it also advocates for and represents these students to businesses, government, and the general public. Our core services center around student leadership strategy discussion, professional development of fundamental business acumen, and practical skills learning. We accomplish this through a national network that connects students, professionals, and government bodies to foster proficient development of the business professionals of tomorrow.

MEMBERSHIP AND EXECUTIVE CONVENTIONS

CABS, as a national organization, is comprised of member schools across Canada. While every business student at a member school is a CABS member, the individual membership is held by the Business Student Association (BSA) of each member university's business school. As specified in the corporation's governance, the president of each of these associations serves on the organization's Board of Directors (BOD). With the involvement of the BOD and support of the BSA executives, CABS is able to execute its mandate and provide services for its members.

RESPONSIBILITIES

As an Executive of CABS by your school's membership with CABS, your duty to the organization is to be involved and actively contribute to the network by your:

- Attendance at conferences and competitions (which includes sending a proxy when appropriate)
- Contributions to forums and webinars regarding best-practices
- Participation in sharing knowledge and insight from your BSA experience

It is necessary for CABS executives to understand the processes and structure of CABS in order to best represent your schools and BSAs. Please familiarize yourself with available public resources to understand the CABS flagship events and programs that are offered to you.

For example, please see:

- CABS By-laws
- Policy on Ethics and Business Conduct
- Delegate Conduct Agreement
- CABS Program Guides

RELATED CONTACT INFORMATION

CABS executives primarily communicate with the organization's VP Members & Alumni Relations, along with the CABS portfolio representative corresponding to the BSA executive position. Any concerns about the organization should be addressed to the VP Members & Alumni Relations.

SUMMARY

As an association, CABS is only as successful as the membership that comprises it. The organization's mandate is founded upon fostering and enabling collaboration with its member executives to allow for the shared development of both organizational and personal success, so it is imperative that all members commit themselves to integrating within the association's services.

If you have any questions, please do not hesitate to contact a CABS representative. We wish you every success in your new endeavor!