



The European Law Students' Association

IRELAND

ELSA Ireland
National Council
Meeting XVII

11th November 2017

Dublin City University

Working Materials

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The ELSA Officers' Portal

The ELSA Officers' Portal is an online database of useful materials for officers at all levels in the ELSA network. There are sections for each area of ELSA activity. [Check it out here!](#)



Participants of the ELSA Ireland Law School 2017, which took place in Dublin in August

Proposed Agenda

11th November 2017, DCU Business School, Room Q121

11.00am – Welcome and Opening

The President of ELSA Ireland opens the National Council Meeting and welcomes members and guests.

11.10am – Election of Meeting Chair, Secretary and Tellers

The Statutes and Standing Orders of ELSA Ireland mandate that every National Council Meeting shall elect a Chair and Secretary who are not members of the National Board.

Per the Standing Orders, the role of the Chair is ‘to ensure that the agenda is respected and adhered to, to invite persons to address the National Council Meeting, to decide when to put proposals to a vote, to supervise the voting process, to announce the result of the voting process, to bring the meeting to order and to resolve any question concerning the procedure’ of the NCM.

The role of the Secretary is to draw up the minutes of the NCM in conjunction with the Secretary General of ELSA Ireland.

The role of the Tellers is to count the votes cast in any circumstance in which a vote is taken by the NCM.

11.15am – Adoption of the Agenda

During this time, a vote will take place on the proposed Agenda as outlined in these working materials. The NCM may choose to vote to amend the agenda in any way it may see fit.

11.20am – Presentation of the Voting Procedure and Announcement of the List of Votes

The Chair outlines the voting procedure for any votes which may take place during the NCM.

The Secretary General of ELSA Ireland announces the Member groups who are entitled to vote, ascertains the Member and Observer groups who are present and distributes the voting and presence cards.

11.25am – Chair’s Introduction

The Chair outlines any rules which apply to NCM discussions and issues any other guidelines which may help to ensure a fruitful and efficient discussions during the NCM.

11.30am – Presentation of National Board Activity Reports

The President, Secretary General, Vice President for Marketing, Vice President for Moot Court Competitions and Vice President for STEP of ELSA Ireland present and discuss their activity reports.

Activity reports are lists of tasks officers have undertaken in their roles. Delegates at the NCM may question officers on their activity reports and raise matters relating to them for discussion.

12.15am – Presentation of Treasurer’s Activity Report and Proposed Budget for 2017-2018

The Treasurer of ELSA Ireland presents and discusses his activity report as well as the proposed budget for ELSA Ireland for 2017-2018. Delegates at the NCM may question the acting Treasurer on his activity report and on the proposed budget and raise matters relating to them for discussion.

12.30am – Voting on the National Board Activity Reports and the Proposed Budget for 2017-2018

The NCM votes on whether to approve the activity report of each member of the National Board and whether to approve the proposed budget. The NCM may also amend the proposed budget as it sees fit.

12.40am – Presentation of Local Group Activity Reports

Representatives from ELSA Ireland’s Member and Observers groups present and discuss their group activity reports. Delegates from other groups and members of the National Board may ask questions relating to the local group activity reports and raise matters relating to them for discussion.

1.30pm – Lunch

Lunch will be provided for attendees of the NCM.

2.15pm – Discussion Workshop: Human Resources in the ELSA Ireland Network

The Secretary General of ELSA Ireland presents the *Human Resources Cycles of ELSA*, which have been designed by ELSA International to help national and local groups throughout the network to get their members engaged in their activities.

A discussion will follow on the topic of how the Cycles can be implemented by ELSA Ireland and its constituent groups, as well as any other ways in which we can engage our members more.

Preparation: Try and think of ways your ELSA group engaged your members well or anything that you found did not work well, as well as any things you think the National Board should do to this end. The purpose of this workshop is to share ideas with each other and perhaps generate some new ones!

2.45pm – Presentation on the New ELSA Brandbook

The Vice President for Marketing of ELSA Ireland presents the new *ELSA Brandbook*, which has recently been created by ELSA International.

The Brandbook aims to help Vice Presidents for Marketing across the ELSA Network to create effective marketing materials for their ELSA groups, while ensuring that the rules surrounding the use of the ELSA logo, etc. (the ELSA ‘Corporate Identity’ regulations) are adhered to.

Preparation: Have a look through the [ELSA Brandbook](#).

3.00pm – Presentation on ELSA Moot Court Competitions

The Vice President for Moot Court Competitions of ELSA Ireland presents the ELSA Human Rights Moot Court Competition (EHRMCC) and ELSA Moot Court Competition on World Trade Law (EMC₂), as well as this year’s ELSA Ireland National Moot Court Competition.

Preparation: You might like to have a look at the websites of the [EHRMCC](#) and [EMC₂](#).

3.15pm – Presentation on STEP

The Vice President for the Student Trainee Exchange Programme (STEP) presents ELSA’s STEP international internship programme.

Preparation: You might like to have a look at the [STEP website](#).

3.30pm – Presentation on ELSA Legal Research Groups, ELSA Law Schools and ELSA Delegations

Members of the National Board present ELSA Legal Research Groups, ELSA Law Schools and ELSA Delegations, the other three Flagship Projects of ELSA.

Preparation: You might like to have a look at the websites of [ELSA Legal Research Groups](#), [ELSA Law Schools](#) and [ELSA Delegations](#).

3.45pm – Presentation on the ELSA Development Fund

The acting Treasurer of ELSA Ireland presents the ELSA Development Fund (EDF), a fund administered by ELSA International to which any national or local ELSA group can apply to help fund certain types of events.

4.00pm – Discussion

Delegates may use this time to present any forthcoming events or activities that they plan to organise in their own groups and would like to promote to members of other groups, as well as to raise for discussion any other matters related to the foregoing presentations.

4.15pm – Presentations from Candidates for the roles of Vice President for Academic Activities of ELSA Ireland and Treasurer of ELSA Ireland

Candidates for the roles of Vice President for Academic Activities of ELSA Ireland and Treasurer of ELSA Ireland make brief presentations to the NCM. Delegates may ask questions of the candidates.

4.30pm – Distribution of the Ballot Cards and Casting of Votes

The Secretary General of ELSA Ireland distributes ballot cards to Member groups with voting rights.

Delegates from each voting Member group cast their group's votes for the elections of the Vice President for Academic Activities and the Treasurer.

The Chair supervises the casting and counting of votes.

4.45pm – Discussion Workshop: Hot Topics

Delegates may use this time to raise for discussion any ELSA-related matters that they feel are pertinent.

Preparation: Please think of matters you think the NCM should discuss!

5.15pm – Announcement of Election Results and Closing

The Chair announces the results of the Elections for the positions of Vice President of Academic Activities and Treasurer.

The President of ELSA Ireland gives concluding remarks and closes the NCM.

General ELSA Information

What is ELSA?

ELSA (The European Law Students' Association) is an international, independent, non-political, non-profit-making organisation run by and for students. It is comprised of students and recent graduates who are interested in academic and personal excellence in addition to their studies at their universities. ELSA offers law students a perfect platform to develop their existing skills, acquire new skills and meet fellow students and legal professionals throughout Europe.

ELSA is comprised of approximately 250 university-based local groups in 44 national groups around Europe, as well as the International Board (IB).

History of ELSA

Students from Poland, Austria, Hungary, and West Germany founded ELSA on 4 May 1981 in Vienna. The idea was to promote international contacts and mutual understanding among law students on both sides of the iron curtain. Within a very short time, the association grew stronger and expanded into the northern part of Europe. Most of the council meetings took place in Copenhagen and Helsinki and the first international office of ELSA was situated in Oslo in 1984. By 1991, ELSA had almost 30 members and observers. The council meetings already had between 100 and 200 participants from some 15 countries and the number of STEP trainees per year had increased to around 100. The number of seminars was rising steadily and the year 1990 gave a real boost with 27 seminars in 14 countries within one year. In 1993, ELSA International in Brussels rented a small office. But this office was too small in the long run and in 1995 the ELSA House was rented. This now provides more or less enough office, archive and living space for the eight IB members.

By 1995, the amount of STEP trainees had increased to some 400 and the number of seminars to about 35 each year. The council meetings had continued to grow in size, now there were around 250 representatives from over 30 countries. New activities were also included: moot courts, especially the Philip C. Jessup, started to play an important role. ELSA intensified its co-operation with the United Nations and the European Union; the Human Rights Programme and the International Focus Programme were started.

The Vision, Purpose, and Means of ELSA

On October 12th, 1992, ELSA's philosophy statement was adopted in Brussels. The vision has played a major role in all of ELSA's activities ever since.

Vision: A just world in which there is respect for human dignity and cultural diversity.

Purpose: To contribute to legal education, to foster mutual understanding and to promote social responsibility of law students and young lawyers.

Means:

- Providing opportunities for law students and young lawyers to learn about other cultures and legal systems in a spirit of critical dialogue and scientific co-operation
- Assisting law students and young lawyers to be internationally minded and professionally-skilled
- Encouraging law students and young lawyers to act for the good of society

ELSA's Structure

The ELSA Network is active on three different levels; the international level, the national level and the local level.

On the International level, ELSA is represented by the International Board which consist of a President, Secretary General, Treasurer, Vice President for Marketing, Vice President for Academic Activities, Vice President for Moot Court Competitions, Vice President for Seminars and Conferences and a Vice President for the Student Trainee Exchange Programme (STEP). The members of the International Board are elected at the Spring International Council Meeting for a one-year period. The International Board is responsible for the overall co-ordination of the organisation as a whole; including the support of member groups both locally and nationally.

On the national level the ELSA Network is organised into national groups represented by annually elected National Boards. On the international level a national group has the right to represent its local groups and vote on their behalf in the international council of ELSA. On the national level the board is responsible for expanding the network and the ELSA vision throughout the country, establishing and helping the local groups, implementing ELSA regulations and keeping in contact with the International Board as well as other national boards.

At the local level, the ELSA Network is organised into local groups subscribing themselves to the aims and activities of ELSA.

The Local Groups organise the events according to the ELSA vision and the Strategic Goals.

ELSA's structure is composed of seven areas:

Key Areas:

- Academic Activities (AA) (including Moot Court Competitions)
- Seminars & Conferences (S&C)
- Student Trainee Exchange Programme (STEP)

Supporting Areas:

- Board Management, External Relations & Expansion (BEE)
- Internal Management (IM)
- Financial Management (FM)
- Marketing (MKT)

In addition, every Board (International, National, and Local) can decide to appoint Directors, which are a part of the overall team.

Key Area Definitions

Academic Activities (AA)

Academic Activities involve the development of legal knowledge through guided practical activities. Through Academic Activities, ELSA makes a direct contribution to legal education. It also directly provides law students and young lawyers with opportunities of learning about other cultures in a spirit of critical dialogue and scientific cooperation, as well as with opportunities of being internationally minded and professionally skilled. ELSA officers responsible for the Academic Activities include the Vice President for Academic Activities (VP AA) and Vice President for Moot Court Competitions (VP MCC).

Seminars and Conferences (S&C)

Seminars & Conferences gives law students and young lawyers from different countries and legal systems the opportunity to discuss and learn about different legal topics that are not usually dealt with in the curricula of the Universities.

An S&C event is a seminar, a conference, a law school, a lecture, a panel discussion or a study visit. Due to a flexible structure the events are usually organised on very current topics, they are organised for students by students and aim to contribute to the legal education in Europe. The ELSA officer responsible for the Seminars and Conferences area is the Vice President for Seminars and Conferences (VP S&C).

The Student Trainee Exchange Programme (STEP)

The Student Trainee Exchange Programme (STEP) enables law students and young lawyers to spend a period of time working abroad in a law related area, thus introducing them to a different legal system and enabling them to gain valuable professional experience. ELSA supplements the traineeship schemes of law firms, companies, banks, universities, public and private institutions, and provides suitable trainees for both short and long-term placements. STEP gives the trainee increased knowledge of a particular legal system or an area of law, thus strengthening the professional skills of the trainee. As important as the academic and professional skills are, the experience of another culture that the trainee gains while participating in STEP is particularly invaluable.

The ELSA officer responsible for the area of STEP is the Vice President for the Student Trainee Exchange Programme (VP STEP).

Supporting Area Definitions

Board Management, External Relations & Expansion (BEE)

The ELSA officer responsible for the Board Management, External Relations & Expansion area is the President. The President is in charge of the overall co-ordination of ELSA work, execution of expansion, planning and direction of the work of the National Council and the National Board. The President is also the main contact person between the National or Local Board and externals, by representing ELSA at official events and meetings, being responsible for maintaining contact and flow of information to sister associations, other students' associations and other organisations (NGOs and international institutions). The President shall also have the overview of all contacts to sponsors and supporters of their National or Local Group.

Internal Management (IM)

The ELSA officer responsible for the Internal Management area is the Secretary General. Internal Management means directing, organising and maintaining the internal structure of the Association. The Secretary General shall consequently be responsible for ensuring that decisions to this effect are implemented and respected by the respective National or Local Group. The Secretary General shall also be responsible for identifying any non-observance in this field, and shall make all necessary resources available so as to correct any inconsistency. The Secretary General is also the main officer responsible for organising training sessions and for the development of Human Resources and informational systems in the respective National Group.

Financial Management (FM)

The ELSA officer responsible for the Financial Management area is the Treasurer. The Treasurer is in charge of the financial management of their ELSA group and is responsible for the accounting, property, and payments and for the arrangement of internal financial control.

These tasks include budget control, budget making, accounting, bookkeeping and preparation of both interim accounts and financial accounts of the National or Local Group in question. The Treasurer also works actively in the field of Grants.

Marketing (MKT)

The ELSA officer responsible for the Marketing area is the Vice President for Marketing (VP Marketing). Marketing tasks can vary between promotion, fundraising, market research or other work depending on what goals and challenges their group has. Additionally, the National Marketeer should also assist with promoting events from other countries by keeping the information flow going between the international and the local level.

Internal Meetings

ELSA's statutory international internal meetings are the bi-annual International Council Meetings and the bi-annual International Presidents' Meetings, as well as the annual Supporting Area Meetings and Key Area Meetings.

The International Council Meetings (ICM) are the events where the International Council of ELSA gathers together in order to make decisions concerning the international regulations of ELSA and to steer the future direction of the association. Furthermore, new member countries of ELSA are approved and introduced in the ICMs. These meetings are organised by the selected

National Groups of ELSA in cooperation with the International Board. Every national group of ELSA has a right to send representatives to the International Council Meetings. The International Council Meetings gather together around 300-400 law students, young lawyers and alumni-members of ELSA to represent their countries, to train their personal skills, to make new friends and connections for their professional life and to enrich themselves with the cultural diversity of the association.

Internal Regulations

The highest decision-making body of ELSA is the International Council. The International Council represents the members of ELSA further represented by the National Boards. Its decisions are binding on the entire organisation and every national group of ELSA is responsible to provide for the decisions made by the International Council in their national regulations and activities.

The decisions of the International Council are compiled in the Statutes and Standing Orders of ELSA as well as to the Council Meeting Decision Book of ELSA.

National Council Meeting Guide

What is a National Council Meeting?

The National Council Meeting (NCM) is the supreme decisions-making organ of ELSA Ireland, the decisions of which are binding on the National Board and on the ELSA Ireland Network as defined in Article 4 of ELSA Ireland's Statutes and Standing Orders. The National Council is made up of the constituent Member and Observer Groups of ELSA Ireland.

The Council shall decide on any questions or matters within the scope of the Statutes and Standing Orders and the Decision Book except for those assigned to other organs by the Statutes and Standing Orders. A Council decision can only be overturned by a subsequent Council decision. In ordinary session, the National Council Meeting is convened twice a year: once in the spring and once in the autumn.

The present National Council Meeting is an Autumn National Council Meeting, the purpose of which is to:

- discuss and decide about any questions or matters within the scope of the present Statutes & Standing Orders
- review and approve the annual Activity Reports of the National Board members presented at that National Council Meeting
- approve the accounts and the auditor's report and relieve the outgoing National Board from their responsibilities
- review and approve the budget presented by the Treasurer
- elect National Board members to vacant posts on the Board
- discuss and approve the One-Year Operational Plan (OYOP) presented by the board

Voting Rights

Each Member local group which has paid its membership fee of ELSA Ireland will be given three voting cards and may split them during any vote according to the will of its voting delegates. Observer groups – as well as Member groups who have not fulfilled their financial obligations to ELSA Ireland – do not have voting rights.

Proxies

If your Local Group is a Member of ELSA Ireland and will not be represented by its own delegates at the National Council Meeting, the Local Board can give a proxy to another Member Local Group of ELSA Ireland which will speak and vote on behalf of the proxy-giver.

Any proxy must be submitted to the [Secretary General of ELSA Ireland](#) in advance of the NCM and must contain the details of two elected local board members whom the Secretary General of ELSA Ireland can contact to verify the proxy.

Appendix 1: National Team Activity Reports

Board Management, Expansion and External Relations

Sam Elliott, President

Board Management

- Chairing biweekly meetings with the current National Board.
- Allocation and coordination of projects for the upcoming term (eg, Ireland / UK marketing on SCELR)
- Development of a 'task tracker' spreadsheet alongside SecGen and VP Marketing, to improve coordination
- Working with previous President and Board to ensure all key and supporting area projects have been passed over from transition

External Relations

- Preparation and review of Sponsorship Package to be sent to potential sponsors and partners.
- Research on sponsorship strategy and targets alongside VP Treasury.
- Research on, and outreach to, ELSA Ireland alumni.
- Outreach to other relevant and / or interested parties (eg, practicing lawyers, barristers)
- Meeting with academic staff in LG law faculty, with a view to future cooperation on academic activities

Expansion

- Coordinating new and initiator LGs across Irish Universities.
- Ongoing dialogue with LG boards to promote closer local-national relationship.
- Research on dormant ELSA group in UCD, with a view to restoring same.

Other

- Confirmed, and planning, academic talk from Irish Judge at the Court of First Instance.
- Planning initiative to promote participation in ELSA MCCs amongst Irish members.
- Attending the ELSA Transition BBQ 2017.

- Liaising with ELSA President (Anastasia Kalinina) to update IB on ELSA Ireland's plans for 2017 / 2018

Internal Management

Dónal Merrick, Secretary General

Administration and Regulatory Management

- Recording and drafting board meeting minutes
- Compiling board meeting agendas and co-ordinating meeting times and notices
- Drafting a national decision book, including participation in discussions and a webinar with other national secretaries general on the subject of same
- Conducting a review of the Statutes and Standing Orders of ELSA Ireland in light of a potential adoption of a national decision book
- Co-ordinating organisation for the autumn National Council Meeting of ELSA Ireland and creation of working materials for same
- Compiling the State of the Network Inquiry return for ELSA Ireland and completion of the general, IM and AA sections thereof
- Compiling a database of officers in the ELSA Ireland network
- Compiling the national activity report
- Organising a partial proxy in respect of plenary sessions of ICM Sarajevo at which there will be no ELSA Ireland delegate present
- Researching potential options for ELSA Ireland to obtain separate legal personality and charity status

Communications and Knowledge Management

- Creating a shared database of board meeting minutes
- Researching into options for the creation of a national officers' portal / shared information archive
- Creating and disseminating guides and information to help other board members communicate within the national and international networks and complete various tasks
- Encouraging other board members to ensure the consistent archiving of their communications and materials and providing guidance to this end

- Maintaining regular communication with local secretaries general, local boards at large, fellow national board members and the Secretary General of ELSA International
- Managing ELSA Ireland's general email account

Human Resources Management

- Drafting a prospective national Human Resources Strategy for ELSA Ireland
- Planning the creation of a national alumni association
- Pursuing the development of a national alumni database and searching for ELSA Ireland alumni to this end
- Providing information and promotional materials to local groups to facilitate local recruitment
- Promoting international meetings within the ELSA Ireland network
- Pursuing ad-hoc human resources engagement opportunities

IT

- Organising a transition from the old email systems to the new network-wide G Suite system, including setting up emailing forwarding, archiving and signatures and font settings, etc. on each national email account
- Creating internal national mailing lists

Miscellaneous

- Serving as a member of the Proofreading Team of ELSA International
- Serving as Co-Head of Organising Committee for the ELSA Ireland Law School 2017 (August)
- Heading and solely comprising the ELSA Ireland delegation to ICM Sarajevo
- Attending the summer NCM of ELSA Germany (June)
- Attending the ELSA International Transition BBQ (July)

Financial Management

Denis Flynn, Director for Financial Management (Acting Treasurer)

General

- Transition with former Treasurer
- Review of proposals for ICM
- Liaising with fellow National Board members on matters
- Attending National Board meetings

Financial Management

- Preparation of accounts to be presented at NCM
- Ensuring that all bills relating to ELSA Ireland activities are paid
- Ensuring that all ELSA International dues are settled
- Collecting membership fees from local groups and members
- Planning sponsorship targets for upcoming events and reaching out to these contacts
- Planning to set up online banking for the first time for ELSA Ireland
- Planning to establish a PayPal account for ELSA Ireland so that membership fees for students with no local group can become members with little difficulty

EDF

- Planning to assist local group with securing EDF funding

Marketing

Jordan Byrne, Vice President for Marketing

- Improved and expanded ELSA Ireland's social media presence on Facebook through regular posting and public interaction.
- Discussed proposed expansion to cross-platform media outlets such as Instagram and/or Snapchat.
- Expanded the student, academic and professional network of ELSA Ireland via LinkedIn.
- Maintained, upgraded and regularly updated the website for ELSA Ireland.

- Developed promotional materials for local groups and events.
- Regular Board meetings with ELSA Ireland.
- Regular support meetings/calls with local groups.
- Attended local group events and AGMs.
- Upgraded/updated the Student Comparative and European Law Review website.
- Aided in the development of promotional material for the Amicus Essay Competition. This included branching out to the Irish academic network, as well as, launching the campaign for national submissions.
- Promotion of ELSA Ireland national projects.
- General promotion of ELSA International projects and competitions.
- Developed a database of potential sponsors for future marketing VPs.
- Developed draft email/letter templates for marketing role.
- Worked closely with the ELSA Ireland team (SG, MCC, AA) in promoting national events.
- Provided regular updates to local groups on national projects

Academic Activities

Milena Lavinia Armene, Vice President for Moot Court Competitions

Moot Court Competitions

- I have been reaching out to the local groups to find out more about their Moot Court Competitions and trying to help and advise them on various matters.
- Planning on attending some of the Local Groups MCC.
- Currently planning the MCC and the recruiting of the OC for this year and liaising with potential sponsors for the competition

Miscellaneous

- Liaising with ELSA Maynooth with regard to potential hosting of the Autumn NCM

Gemma Hayes, National Coordinator for the ELSA Legal Research Group on Migration Law

ELSA Legal Research Group on Migration Law

- Promoting a call for applicants for the Legal Research Group on Migration Law(May)
- Selecting participants and maintaining communication regarding academic information, deadlines and feedback
- Finding a National Academic Supervisor
- Compiling reports and submitting them to the National Academic Supervisor and ELSA International

Miscellaneous

- Promoting the EHRMCC in the ELSA Ireland network

Seminars & Conferences

Brendan Rooney, Vice President for Seminars & Conferences

[No Activity Report Submitted]

Student Trainee Exchange Programme

Philip O'Connor, Vice President for the Student Trainee Exchange Programme

- ELSA Ireland Transition – Attended
- ELSA Local Meeting – Attended
- Job Hunting – Approached companies about the possibility of collaborating with ELSA Ireland
- Database – Created a database of potential employers
- Australian Opportunity – Made enquiries about the possibility for exchange with Australian Universities
- Visas – Dealt with difficult visa issues

Appendix 2: National Board Meeting Minutes and Attendance Records

The minutes of all National Board meetings [can be found at this link](#).

The attendance at each meeting, as recorded in the minutes, was as follows:

National Board Member	Meeting Date			
	30/07/2017	30/08/2017	20/09/2017	19/10/2017
Sam Elliott, President	Green	Green	Green	Green
Dónal Merrick, Secretary General	Green	Green	Green	Green
Denis Flynn, Acting Treasurer	Green	Green	Yellow	Green
Jordan Byrne, VP Marketing	Green	Red	Green	Green
Gemma Hayes, VP AA (<i>until September 2017</i>)	Red	Red	Black	Black
Milena Lavinia Armene, VP MCC	Green	Yellow	Green	Green
Brendan Rooney, VP S&C	Green	Yellow	Red	Red
Philip O'Connor, VP STEP	Green	Green	Red	Red

Green – Present

Yellow – Absent with prior apologies or excused absence

Red – Unexcused absence without prior apologies

Appendix 3: Call for Nominations for the Positions of Vice President for Academic Activities and Treasurer of ELSA Ireland

Join the National Board of ELSA Ireland!

Call for Nominations for the Position of Vice President for Academic Activities of ELSA Ireland

Nominations are invited for the election of Vice President for Academic Activities on the National Board of ELSA Ireland 2017-2018. The mandate will run until 31st July 2018, in accordance with the Statutes and Standing Orders of ELSA Ireland.

The Vice President for Academic Activities is responsible for, among other things:

- Management of the [Student Comparative and European Law Review \(SCELR\)](#), and Amicus Essay Competition in co-operation with the Vice President for Academic Activities of ELSA UK
- Co-ordination of [ELSA Legal Research Groups](#) in the ELSA Ireland Network
- Promotion of Academic Activities in the ELSA Ireland network
- Assisting the Vice President for Moot Court Competitions of ELSA Ireland with organisation of the ELSA Ireland Moot Court Competition 2018
- Providing various assistance to the Vice Presidents for Academic Activities of ELSA Ireland's Member and Observer Local Groups
- Assisting other National Board members with a variety of different projects in the ELSA Ireland network
- Engaging actively with the ELSA network in Ireland and internationally generally

Nominations may be submitted by completing the nomination form and returning it to info@ie.elsa.org by 2pm on Saturday 11th November. If you have any questions relating to the position or the nomination procedure, please feel free to send them to that address!

Call for Nominations for the Position of Treasurer of ELSA Ireland

Nominations are invited for the election of Treasurer on the National Board of ELSA Ireland 2017-2018. The mandate will run until 31st July 2018, in accordance with the Statutes and Standing Orders of ELSA Ireland.

The Treasurer is responsible for the general Financial Management of ELSA Ireland, including, among other things:

- Drafting in-depth budgets for the national group and for all projects administered by the National Board
- Maintaining up-to-date accounts throughout the year, in accordance with internal and external regulations
- Conducting cash-flow and contingency financial planning for the national group
- Assisting the President in the procurement of sponsorships
- Providing various assistance to the Treasurers of ELSA Ireland's Member and Observer Local Groups
- Assisting other National Board members with a variety of different projects in the ELSA Ireland network
- Engaging actively with the ELSA network in Ireland and internationally generally

Nominations may be submitted by completing the nomination form and returning it to info@ie.elsa.org by 2pm on Saturday 11th November. If you have any questions relating to the position or the nomination procedure, please feel free to send them to that address!

Appendix 4: DCU Glasnevin Campus Map



The NCM will take place in DCU Business School, Room Q121, on DCU's main Glasnevin Campus. If you have any trouble getting there on the day, please feel free to contact us at info@ie.elsa.org or on [Facebook](#).

We look forward very much to seeing you there!

Sam, Dónal, Denis, Jordan, Milena, Brendan and Philip

National Board 2017-2018

ELSA Ireland