



STUDENTPARLAMENTET

NTNU i Ålesund

Job Description

Officer of International Affairs

ABBREVIATIONS:

ISU	International Students Union
IA	Officer of International Affairs
NSO	Norwegian Student Organization
NTNU	Norwegian University of Science and Technology
ANSA	Association of Norwegian Students Abroad
ESN	Erasmus Student Network
SPÅ	The Student Parliament at NTNU in Ålesund
IG	International group

1. GENERAL RESPONSIBILITIES:

- 1.1. The IA will have special responsibility concerning the organization's international politics.
- 1.2. The IA is responsible for everything that is within the topic internationally, such as exchange issues, international cooperation between institutions, and follow-up of relevant topics concerning the merger.
- 1.3. The IA shall ensure that SPÅ's section on political independence is complied with.
- 1.4. The IA should cooperate with the IA in the Studenttinget NTNU.
- 1.5. The IA should cooperate with the ISU.
- 1.6. The IA should cooperate with the NSO.
- 1.7. The IA should cooperate with Fadder to facilitate the international students for a good meeting with NTNU in Ålesund and be well integrated with the other students.

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- 1.8. The IA has a duty of confidentiality.
- 1.9. The IA should cooperate with the International coordinator.

2. TOWARDS SPÅ:

- 2.1. The IA has responsibility for distributing information that falls under the topic internationally.
- 2.2. The IA has responsibility for obtaining information about international student exchange.
- 2.3. The IA shall be the SPÅ's contact person in relation to ANSA.
- 2.4. The IA shall be the SPÅ's representative in the ESN (assumes that the university joins the ESN).

3. TOWARDS THE WORKING COMMITTEE:

- 3.1. The IA shall be the working committee's contact person for the IG.
- 3.2. The IA shall inform the working committee about matters of an international nature.
- 3.3. The IA is obliged to be an active board member, and can be assigned matters that are not directly related to the position.

4. INTERNATIONAL GROUP:

- 4.1. The IA can form an international group appointed by SPÅ.
- 4.2. When forming the IG, the IA shall:
 - Be the leader of the IG.
 - Ensure that the IG meets at least every six (6) weeks.
 - Represent the working committee's views on issues raised in the IG.
 - Have delegation authority in the IG.
- 4.3. The IG should consist of:
 - International coordinator in Ålesund.
 - Students with experience in exchange.
 - Norwegian students.