

# KUNA PO Roles & Responsibilities

## Secretary General:

The SG facilitates the full PO team, regularly checks-in with team and Y-Staff, leads the conference, engages ambassadors, review resolutions, and sets tone for the conference. The HS SG also sits on the KYYMCA Board of Directors.

Help facilitate regular team meetings, engage with ambassadors before and during the conference, write and deliver speeches, be aware and meet deadlines, observe and review Committees, meet with resolution sponsors, and attend all KYYMCA Board meetings.  
HS Only: press conference w/Media Corps, write Issue Agenda Brief

## President of the United Nations (POTUNGA)

The POTUNGA facilitates GA debate, engages young voters, works with Committee Chairs, regularly communicate with full PO team, review resolutions, and sets tone for conference and debate.

Fully understand Parliamentary Procedure, lead debate during GA, help run Chair Training, observe and review Committees, regularly communicate with team and Y-Staff, and meet deadlines.  
HS Only: hold voter registration drives at school and conference, write an Issue Agenda Brief

## Director General of the United Nations Educational, Scientific, & Cultural Organization (DGUNESCO) (HS Only)

The Director General of UNESCO is charged with upholding the main functions of UNESCO, specifically focused on promoting cultural acceptance between nations, providing social, cultural, and scientific education, and expanding human rights in U.N. member nations.

Oversee and manage Parade of Nations, introduce and lead all International Stage acts, MS and monitor World Expo (visiting with booths and connecting with students), lead the Candidate Meeting and be the point-PO for candidates (working with them before conferences), communicate regularly with team and Y-Staff, and meet deadlines.

## Deputy Secretary General (HS Only)

The DSG oversees the Secretariat and Non-Governmental Organization (NGO) program as well as serves as the Secretary General's advisor regarding all resolutions.

As the lead of the Secretariat program, the DSG will train Secretariat members, communicate with Secretariats and NGOs leading up to KUNA and lead each meeting. They use the expertise of their Secretariat to advise the SG on resolutions and communicate with Y-Staff regularly. They are also responsible for writing an Issue Agenda Brief and meeting deadlines.

## International Court of Justice President (x2) (HS Only)

This Member of the ICJ presides over the Court as its lead justice, guiding the questioning process and ensuring equitable and fair proceedings.

ICJ President is expected to have a thorough working knowledge of their respective case and is responsible for ensuring other Members of their Court has the same. President will help develop and take the lead in posing the legal questions during oral arguments to support the Court's effort to arrive at a determination. ICJ President will coordinate with fellow Members of the Court the scoring of each oral argument round and convey each round's scores to Y Staff. They are also responsible for writing an Issue Agenda Brief and meeting deadlines.

## Security Council President

The SC Presidents create content for SC debate and preside over that debate at the conference.

SC presidents will work together to create issue briefs for the three issues they will place on the table for discussion in their security council sessions as well as creating the content and logistical plan for the crisis scenario. They may involve POs from other program areas in crisis updates, but should not hinder their ability to carry out their duties. The SC President will preside over SC debate at the conference. Regularly communicate with team and Y-Staff.

## Editor-in-Chief (HS Only)

The EIC manages the Media Corps program, and ensures that it produces quality journalism and content in a timely and efficient manner.

Directly supervise, support, and check in with Assistant Editor team to troubleshoot and ensure deadlines are being met, support and answer questions from individual team members, run all full team meetings, set up Press Conference and coordinate necessary POs, give updates on Media Corps in General Assemblies, push the envelope creatively and come up with new and exciting ideas for the team to explore, regularly communicate with team and Y-Staff.

Date	Item	HS ONLY
<b>July 2020</b>	<b>Y-Fest, PO Retreat</b>	
7/16	Y-Fest Escape Room & Expression Session	
7/21	Y-Fest Interaction Art Workshop	
7/23	Y-Fest Music & Game Night	
7/28	Y-Fest Mindfulness & Self-Care Workshop (NEED POs)	
7/29	Fall PO Registration Opens	
7/30	Y-Fest Silent Disco & Bonfire	
<b>August 2020</b>	<b>KYA Issue Agenda, PO Retreat</b>	
8/1	PO Virtual Session (MANDATORY for Govs, SGs, Lt. Govs)	x
8/10	Fall PO Retreat Registration Closes	x
8/17	KYA Issue Agenda First Drafts Due	x
8/18	KYA Supporting Officer Applications Open	
8/22-8/23	Fall PO Retreat	
<b>September 2020</b>	<b>Issue Agenda, KYA SO Applications, Voter Registration Month, PO Speeches</b>	
9/1	Mandatory Voter Registration Drive Training (Virtual)	x
9/8	KYA Issue Agenda Final Drafts Due	x
9/11	September 11th Day of Service	
9/15	KYA Supporting Officer Apps Close	
9/19	KYA PO Virtual Retreat (HS & MS)	
9/19-9/20	KYA SO Application Review	x
9/22	KYA SOs Announced	
9/22	National Voter Registration Day	x
9/25	KYA SOs Appointed in Officer Database	
<b>October 2020</b>	<b>KYA SO Training, Last Day to Register to Vote, PO Speeches</b>	
10/2	First Draft of Speeches	
10/4	KYA SO & Chair Training	
10/5	Last Day to Register to Vote in the General Election	x
10/18	KYA Chair Training (Frankfort)	
10/20	KYA Speeches Final Drafts Due	x
<b>November 2020</b>	<b>KYA!!!</b>	
11/5-11/7	KYA HS 1	x

11/8-11/10	KYA MS 1	
11/19-11/21	KYA HS 2	x
11/22-11/24	KYA HS 3	x
<b>December 2020</b>	<b>KYA, KUNA SO Applications, GFI &amp; Y-Corp Reg Opens</b>	
12/6-12/8	KYA HS 4	x
12/10-12/12	KYA MS 2	
12/13-12/15	KYA MS 3	
12/15	KUNA Issue Agenda Briefs First Drafts Due	x
12/16	KUNA Appointed SOs in Database SO Applications Open	
	GFI Registration Opens	
	Y-Corps Registration Opens	x
<b>January 2021</b>	<b>KUNA SO Applications, KUNA PO Speeches, GFI, KUNA SO Training</b>	
1/7	KUNA SO Applications Close	
1/9	KUNA PO Virtual Retreat	
1/8-1/10	KUNA SO Application Review	x
1/12	KUNA SOs Announced	
1/16-1/17	GFI	
1/19	KUNA Issue Agenda Briefs Final Drafts Due	x
<b>February 2021</b>	<b>KUNA SO Training, KUNA PO Speeches</b>	
2/5	First Draft of Speeches due in GDrive	
2/7	Mandatory SO Training	
2/21	KUNA Chair Training (Frankfort)	
2/22	KUNA PO Speeches Final Drafts Due	
2/28-3/2	KUNA HS 1 (Marriott)	x
<b>March 2021</b>	<b>KUNA!!!</b>	
2/28-3/2	KUNA HS 1 (Marriott)	x
3/7-3/9	KUNA MS 1 (Galt)	
3/14-3/16	KUNA HS 2 (Galt)	x
3/17-3/19	KUNA HS 3 (Galt)	x
3/21-3/23	KUNA MS 2 (Marriott) & KUNA MS 3 (Crowne)	
<b>April 2021</b>		

	YCI	x
<b>May 2021</b>		
	Student Y Elections	
	Tentative PO Virtual Retreat	x