

## **SEDS INDIA ELECTIONS 2017**

### **Applying for SECRETARY**

**Name : Vignesh V**

**Course Currently in: B.Tech Mechanical Engg ( III rd Year)**

**Institute: SASTRA University**

**Post held at SEDS-SASTRA : Member of the Projects team**

#### **Q1. MOTIVATION TO BE A PART OF SEDS INDIA BOARD:**

I am so crazy and passionate about space sciences from schooling that I want to pursue it as my career and I have a never missed an opportunity to do so. I joined SEDS as soon as i got to know about it. Now, already being a member of SEDS-SASTRA, I have a strong urge to delve deep into the subject ,learn and dedicate myself to its development. I would also like to quench my thirst to mingle with like minds and be a part of the organisation's journey forward . Just like a how a bee is honoured more than other animals not because she labours but because she labours for others, I want to be the bee and that helps build the hive in a harmonious manner and contribute to the number of programmes that we as an association organise . This motivates me to be a part of SEDS-INDIA board .

#### **RATING ORGANISATIONAL SKILLS**

I rate myself a 9 out of 10 in my organisational skills.

I consider myself responsible and sincere in my work . I feel I have real good observation skills which is needed for a good organizer to analyse and put forth before the Board . As a case in point , I would quote my organisational skills while leading my school team in many cultural competitions which won accolades both for myself and the team . I have imbibed the skills of my musical Guru in both learning and motivating others while in school as well as in college. I am a part of a successful band in college and managing it has improved my organisational skills. Science and music go hand in hand for me because i feel they are similar in ways such as the structure of a musical composition has many parallels in science (The Newands periodic table ) . And my interests have made me manage them all in a systematic manner and I'm certain that i can incorporate my management skills as the secretary. This is the reason I rate myself 9 on 10.

#### **Q2. ATTRIBUTES AND QUALITIES THAT WOULD BE AN ASSET TO SEDS-INDIA:**

1. Technical knowledge
2. Clear cut approach towards problems and providing practical solutions
3. Multi-tasking ability
4. Positive attitude
5. Undeterred attitude towards the goal needed to be achieved

#### **Q3. SWOT ANALYSIS**

##### **STRENGTHS:**

**1. Working smartly:** I believe in smart working rather than hard working. Segregating and scheduling work, efficient time management, dividing it into small pieces and rejecting the unnecessary work making it easy for me to analyse and understand even minute nuances.

- 2. Communication skills:** Major problems arise in organising activities due to even a small bit of miscommunication at any level. It ends something similar to the domino effect. I feel that I can communicate in a clear and a crisp manner and I make sure that the message reaches all levels in the correct sense.
- 3. Self-criticism:** I always try to find mistakes on my side and constantly improve myself. After all, we are all *homo sapiens* we tend to make mistakes. I always accept progressive suggestions from others and also introspect periodically
- 4. Technical knowledge and know-how:** To be a part of the board at a high-level technical club requires some amount of technical knowledge. I am an avid participant in research work and projects and quizzes from school level and won many competitions too. I keep updating myself with the things happening around me regularly.
- 5. Observation skills:** I'm a good listener, I intently observe and analyse the things happening(around me as well as around vast domains) that helps in forming an informed decision and insight into the changing patterns which I feel is necessary for a Secretary / Board member.

#### **WEAKNESS :**

- 1. Less professional experience:** I have not been a Secretary of a well established organisation prior to this. But I assure that I will pick myself up and learn my job immediately
- 2. I take time to get to know people,** but eventually I will get to know them really well. I am working on it to be a bit faster and I will definitely improve.

#### **OPPORTUNITIES :**

- 1.** I see this as an opportunity to be a responsible and a successful Board member, actively participate in all meetings and continuously strive for the improvement of the club and yield results.  
To work from the grassroots level to help develop the organisation and take it to the next level
- 2.** To spread my and also the organisation's fierce passion towards space sciences to many other young minds.
- 3.** To have a learning experience and discover more facets of myself in my search for knowledge in our world (and outside ;)).

#### **THREATS :**

There are not many serious threats to hinder my work ethics few minor ones maybe:

- 1.** College coursework sometimes can be too hectic.
- 2.** Activities in college that can hinder my speed.

**Q4. ADMINISTRATIVE VISION IN 5 YEARS :**

1. High efficient management of operational expenses and a steady flow of funds.
2. Finding more number of stable sponsors.
3. To orchestrate more research activities in space technology and related sciences and giving equal importance to it as much as engineering activities
4. A number of events from the school level making school students eager to join our organisation, by conducting as many quality programs as possible in schools and colleges. (increasing number of events per year )

**Steps needed to be taken to achieve the vision:**

1. Strengthen our foothold as a student level organisation in many other regions i.e speed up the outreach program without compromising on quality.
2. Conduct more projects competitions/workshops at smaller and larger levels and more frequently.
3. Do my job as a secretary ( if elected ) with rigour and responsibility and work to improve the results of each board meeting and clear implementation of all plans and goals .

**Q5. IMMEDIATE PRIORITIES OF SECRETARY :**

1. To ensure that all the board meeting happen on time and on schedule
2. To make sure that board's meeting yield fruitful results
3. Aid in drafting a practical, workable action plan for the forthcoming years to reach the goal of SEDS-India
4. To see to it that all the decision by the board reaches members of all levels, all the members' opinion and ideas clearly put forth before the board.
5. Clear and detailed analysis of documents (present and previous ) to double check errors and learn from previous documentation.
6. Strengthen the foothold of existing college chapters , for eg in my college (SASTRA)we don't get permission that easily, so my job will be to clear all those discrepancies.

**Flaws in administration and documentation that should be avoided :**

1. Unclear information in documents: either too long or too short
2. Bad scheduling of meetings resulting in less attendance
3. Miscommunication of matters from the board to the members and vice versa
4. Over ambitious planning and mistakes in practical implementation.

**Q6. CASE STUDY :**

There is always a possibility of situations where relations between chapters could be hampered. The major reason why this can happen is miscommunication and inadequate ( sometimes mismatched) plan of action. When an organisation is

extending to many regions, its plans must aim to be more region specific rather than being generic to the whole of the organisation.

- 1.Steps taken could be that a group of colleges can form regional chapters which will help in creating better region related goals.
2. Communication between chapters to chapters must be clear and information must be passed on in the right sense
- 3.The documentation must be such that there is a record of all details of events happening in all regions and colleges.
- 4.When extended to more colleges, more events conducted can be regional, like a group of institutes can collaborate to conduct events in one region which result in more number of quality events conducted in a hassle free manner.

When relations between two chapters are hampered

Present goals must be that to ensure there is some synchronicity between the two chapters, maybe even the intervention of the next hierarchically bigger body if the matter is severe. And then we must implement plans to increase the outreach of each chapter and strengthen their foot as a chapter.

Future goals must be that of ensuring that this mishap doesn't repeat again and working to achieve the goals of SEDS, conducting more events and spreading our love for space sciences to all.