

Link Crew Officer/Captain Application

Due on Monday, May 14 in room 150.

Interview sign-ups first come, first serve. All Officer Interviews will be on May 15 and Captain Interviews will be on May 16-17.

Name: _____

Student ID #: _____ 4th Pd: _____ Room: _____

E-Mail Address: _____

Contact Number: _____ Text: YES NO

Brief descriptions of Officer Positions:

President: Must create and present power points for general meetings throughout the year, help to organize all Link Crew Activities, be responsible for communicating important information to other officers, captains and leaders and attend all meetings and Link Crew sponsored activities President is expected to be vocal, outgoing, organized, able to take charge and problem solve.

Vice President: Assist president in all above mentioned duties as well as ensure all meetings are in the 'Bullsheet', on the Link Crew bulletin board, and all leaders are reminded for meetings via e-mail notification. Also, attend all Link Crew sponsored activities and meetings. Vice president is expected to be outgoing, organized and able to communicate with a variety of personalities.

Secretary: Keep record of participation for all Link Crew members as well as any other duties asked of Link Leaders and attend all meetings and activities. Secretary must be comfortable with excel, highly organized, able to multi-task and stay on top of attendance.

Treasurer: Keep record of all Link finances, fill out Purchases orders for all supply purchases as well as re-imbursements and attend all meetings and Link activities. For treasurer, a background dealing with finances in clubs on campus is preferred.

Activity Director: Make sure all activities have been planned according to guidelines, create teambuilding activities for meetings and freshmen activities, and attend all activities and all meetings. AD must be outgoing, creative, and willing to take on a lot of responsibility with regards to planning.

IOC Representative: Attend all IOC meetings and report information back to all officers, attend all activities and meetings.

Historian: Attend all meetings and events and bring a camera to document our year.

Audio/Visual Tech: Be responsible to set up and take down all audio visual items for every Link events throughout the year as well as attend all meetings and activities.

Brief description of Link Crew Captain: Each Captain will serve as a main go-between for Link Leaders and Advisors. Their responsibilities will include giving important information to their assigned group of Leaders and organizing Link Crew activities throughout the school year.

What position or positions are you applying for (please place in order from 1-3, 1 being your first choice)

If applying for an officer position and you are not selected, would you be interested in being a captain? _____

Please type and attach answers to the following questions:

1. What other clubs and activities you will be involved in during the 2012-2013 school year? Please identify any officer positions held.
2. Why do you think you are the best choice for this position?
3. How would you motivate other Link Crew Leaders to build positive relationships with their Freshmen?
4. Link Crew Officers and Captains are in charge of creating and implementing the activities for the freshman class. If you are selected as a captain or officer, what would you propose as a fun and meaningful activity for the freshmen? Please describe.