

Buckeyes Building Better Lives: BUCKEYETHON 2010



One Kid at a Time

Get Involved in BuckeyeThon 2010! Director Application

BuckeyeThon is looking for interested, motivated, and passionate individuals to take on leadership roles in our organization! If you liked what you saw at this year's event, we invite you to apply for a leadership position and help shape the future of BuckeyeThon. We need you and your talents to make BuckeyeThon 2010 a success!

What is included in this packet:

- Position Descriptions
 - Director expectations
 - Grade Check Authorization
 - Info Sheet
 - Extended Response Questions
 - Checklist
- *To see an organizational chart for next year look under Forms on the BuckeyeThon website.

All applications must be received by 5 pm on Wednesday, March 18th to the Shuenion Info Center or the BuckeyeThon office.

If you have any questions, please email buckeyethon@osu.edu or visit www.buckeyethon.osu.edu

Position Descriptions

Director of Communications

- Oversees the Distribution Chair, Promotions Chair, PR & Media Relations Chair, Dancer Communications Chair, Internet Marketing Coordinator, Graphics Chair, and the Webmaster.
- Leads the organization in developing and executing a complete marketing plan that complements the year's overall goals.

This position is a year long commitment, but will experience its highest degree of involvement during fall quarter.

Director of Recruitment

- Oversees the Residence Hall Liaisons, General Student/Student Organization Liaisons, Graduate/Professional Student Liaison, Off-campus/Commuter Student Liaison, and the Greek Liaisons.
- Leads the organization in developing and executing a complete recruitment plan that complements the year's overall goals.

This position is a year long commitment, but will experience its highest degree of involvement during fall quarter with some preparation necessary during the summer.

Director of Event Operations

- Oversees the Entertainment Chair, Volunteer & Security Coordinator, Event Graphics Chair, Decorations/Layout Coordinator, Dancer Coordinator, and Catering Coordinator.
- Writes the event script and coordinates collaboration among various committees to make the event successful
- Runs the 14-hour event: coordinating all details, ensuring everything runs smoothly and keeping the event on schedule.
- Works closely with the Director of Morale to create/design the event.

This position is a year long commitment, but will experience its highest degree of involvement during winter quarter with some preparation necessary during the fall.

Director of Morale

- Oversees all of the team Morale Captains.
- Coordinates the Morale Dance, games and theme hours
- Develops and executes a Member Development plan along with the Morale Captains to encourage relationships among dancers as well as a commitment to the cause.
- Works closely with the Director of Event Operations to create/design the event.

This position is a year long commitment, but will experience its highest degree of involvement from mid-fall quarter throughout winter quarter.

Director of Outreach

- Oversees the Athletics Liaison, University Department Liaison, Alumni Liaison, Branch Campus Liaison and the High School Dance Marathon Coordinator.
- Oversees various outreach projects to get the university and Columbus community more actively engaged.
- Acts as the liaison to university Administration to solicit support for the organization.

This position is a year long commitment, but will see its highest degree of involvement between mid fall quarter to mid winter quarter.

Director Expectations

Aside from the expectations placed on each individual position, each member will be expected to do the following:

- Hold weekly office hours
- Attend weekly meetings with the Executive Board (**Spring Quarter Director/Exec. Meetings will tentatively be held on Wednesdays between 6 and 8 pm**)
- Attend weekly meetings with committee members
- Attend monthly general body meetings
- Ensure all committee members meet deadlines or fill in as needed

Each member is also expected to represent the organization, Nationwide Children's Hospital, and the Children's Miracle Network professionally in the community and throughout the university.

Authorization

Student organization leaders must maintain a 2.0 quarterly GPA. By signing this form, I give permission for the BuckeyeThon advisers to check my winter quarter GPA and if selected as a director, to continue to check my GPA throughout my tenure.

Signature: _____ Date: _____

Please make a copy of this page for your records so you are reminded of all of the expectation.

Info Sheet

Name: _____ Email: _____

Campus Address: _____

Phone Number where you can best be reached: _____

Current Year in School: _____ Expected Graduation: _____

You may apply for up to two Director Positions. List the positions you are applying for: 1) _____
2) _____

Two Professional References (at least one should be an OSU faculty or staff person):

1) Name: _____ Title: _____

Email: _____ Daytime Phone: _____

2) Name: _____ Title: _____

Email: _____ Daytime Phone: _____

Please answer the following questions on separate paper and attach. You will also need to submit a résumé.

- 1) This position requires being both a leader and a follower. Describe a time when you acted as a leader and a time when you acted as a follower.
- 2) Explain your experience and interests that qualify you for each of the positions you are applying for.
- 3) For each position you are applying for describe one major improvement that could be made in that area for 2010.
- 4) What other time commitments do you have for next year?

Checklist

Your submitted application should include the following:

- Grade Check Authorization Page, Signed
- Info Sheet (3 copies)
- All extended response answers (3 copies)
- Résumé (3 copies)

All application materials are due by *5 pm Wednesday, March 18th* to the Shuenion info center or the BuckeyeThon office (116P on the Yellow Line).

Interviews for Director Positions will be conducted the weekend of April 3rd through the 5th.

Thank you for choosing to be more involved with this wonderful cause. We look forward to meeting you.