



Get Involved in BuckeyeThon 2010! Executive Board 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
- Executive Board 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

President

You must have been involved with BuckeyeThon 2009 as a Steering Member or a Morale Captain to be eligible for this position.

- Oversees all operations, tasks and persons involved with planning and executing BuckeyeThon 2010.
- Develops group unity and cohesion.
- Instills dedication to the cause in all members.
- Leads the group in the big picture ideas and in achieving the goals for the year, as well as developing a long term vision.
- Focuses extra time on the major need(s) of the year.

This position requires a high time commitment from selection in April to the following April.

Vice President of Philanthropy

You must have been involved with BuckeyeThon 2009 as a Steering Member or a Morale Captain to be eligible for this position.

- Works with the President to lead the group in achieving the goals of the year.
- Serves as the liaison for Nationwide Children's Hospital and the Children's Miracle Network.
- Serves as the face of BuckeyeThon for all of the families, therefore this person is in charge of all contact with the families (through the hospital), and creating family areas at all events.
- In charge of developing and executing a plan to encourage more interaction between the families and dancers prior to BuckeyeThon.

This position requires a high time commitment from selection in April to the following April.

Vice President of Business Affairs

- Works with the President to lead the group in achieving the goals of the year.
- Will also serve as the Director of Fundraising and Development
- Craft budget for entire organization
- Manages 5/3 and University bank accounts, as well as dancer and general funds.
- Submits programming and operating funds requests and grant applications.
- Coordinates with the Council on Student Affairs (CSA) and the Student Activity Fee (SAF) if necessary.

This position requires a high time commitment from selection in April to the following April.

Executive Board 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 advisors
- Attend weekly meetings with the directors **(Spring Quarter Director/Exec. Meetings will tentatively be held on Wednesdays between 6 and 8 pm)**
- Attend a monthly general body meeting
- Assist in planning all retreats
- Be available and willing to do whatever is necessary throughout the planning process.

Each member serves as a public face of BuckeyeThon and should 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 advisors to check my winter quarter GPA and, if selected as an executive board member, 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 expectations.

Info Sheet

Name: _____ Email: _____

Campus Address: _____

Phone Number where you can best be reached: _____

Current Year in School: _____ Expected Graduation: _____

You may only apply for one of the Exec positions. List the position you are applying for: _____

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) What does it mean to you to be a leader of a team or committee? What will you bring to the Executive Board and more specifically to the position you are applying for?
- 2) What is your long term vision for BuckeyeThon and what would you do as an Executive Board member to ensure this vision come to fruition?
- 3) Looking at the new organizational structure, how will you ensure it will be successful for the next year and beyond?
- 4) What other time commitments do you have for next year?

If you are not selected for the Executive Board would you be interested in serving as a Director? (circle one) Yes No

If so, please list the top two director positions you would like to be considered for: 1) _____
2) _____

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 the Executive Board 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.