2007 Steering Committee Application

Name _______________________________    Email _________________________

Campus Address ______________________________________________________

Phone # where you can best be reached: ___________________________________

Current Rank ___________________  Expected Graduation Date ________________

Please answer the following questions on a separate sheet and attach.

1. BuckeyeThon is not only the 14 hour dance marathon, but all the events leading up to it. How would you keep up your own enthusiasm, and the enthusiasm of OSU students up during the ten month planning process?

2. What does it mean to you to be part of a committee?

3. BuckeyeThon witnessed a huge participation increase in 2006. How will you help keep the ball rolling in 2007?

Please rank the chair positions you wish to apply for, with 1 being the most desirable. Position descriptions and steering committee expectations are attached.

**Vision**

__Children’s Hospital Relations  
__Fundraising and Sponsorships  
__Greek Liaison*  
__Marketing  
__Residence Hall Liaisons**  
__Special Promotions  

*Must be a member of the Greek Community in 06-07  
**Must live in a Residence Hall in 06-07

**Production**

__Catering  
__Dancer Relations  
__Entertainment  
__Finance  
__Graphic and Technology  
__Morale  
__Operations and Logistics

Questions? Email: buckeyethon@osu.edu
Steering Committee Expectations:

- Attend weekly meetings
- Attend mandatory spring retreat
- Work Columbus Dispatch fundraisers before home OSU football games (number of times to work depends on number of games)
- Raise same amount of money expected by dancers to donate to Children’s
- Attend special events (Miracle Miles 5K, Benefit Brunch, Benefit Dinner, etc.)
- Complete all job responsibilities and support fellow steering committee members when needed
- Work with committees, if applicable.

Student organization leaders must maintain a 2.0 quarterly GPA. By signing this form, I give permission for the BuckeyeThon advisor to check my Winter quarter GPA and if selected to the steering committee, to continue to check my GPA throughout my tenure.

Signature:_____________________________ Date:______________

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Steering Committee Positions

Vision: The Vision committee concentrates on building up excitement and does pre-preparation for BuckeyeThon. This committee is overseen by the Vision Co-Director.

Children's Hospital Relations: The Children's Hospital Relations Chair works as a liaison between Columbus Children's Hospital and BuckeyeThon. This position has the responsibility of the Letter Writing Campaign, organizing volunteer opportunities at Children's, and overall, establishing a better relationship with families of Children's Hospital. At the event, he or she is responsible for planning family events, creating a family area, and introductions of all Children's Hospital families during BuckeyeThon.

Fundraising and Sponsorships: Organized restaurant fundraisers, canning dates, Bowl-A-Thon and other opportunities for dancers to raise money for BuckeyeThon. Work with Children's Hospital Relations on corporate sponsorships beginning Spring quarter and keep track of sponsorship benefits.

Greek Liaisons: The Greek Liaison is responsible for fraternity and sorority involvement at BuckeyeThon. In addition to creating Greek-wide fundraising opportunities that profit Children's Hospital, the Greek Liaison creates competitions for the participating chapters to compete in, find prizes to reward the winners, and keeps track of the participation and money raised for the dancers, whole chapter and Greek Community. The Greek Liaison works closely with the Coordinator of Greek Life and four Greek Councils to ensure all chapters are represented at BuckeyeThon. (Greek Liaison must be a member of the Greek community for the 2006-2007 academic year.)

Marketing: Marketing chair creates and implements a marketing plan for BuckeyeThon that includes a detailed description of plans for promoting BuckeyeThon throughout the year. The marketing chair works to advertise at local and campus locations and creates and distributes flyers, table tents and posters (with coordination from Children's Hospital) around campus. Any additional creative marketing efforts such as painting windows, chalking, etc. are welcomed!

Residence Hall Liaisons: The residence hall liaisons recruit dancers and create initiative, enthusiasm, and awareness about BuckeyeThon throughout the residence halls. This can be accomplished through creating bulletin boards, door decorations, residence hall events, flyering, etc. The residence hall liaison also hosts informational sessions, works with hall councils and sets competitions between the residence halls to build up spirit and participation. (Residence Hall Liaisons must live in a residence hall for the 2006-2007 academic year.)

Special Promotions: Special Promotions works throughout the entire year, event planning, spreading awareness about BuckeyeThon and planning dancer appreciation events. Special Promotions coordinates the planning of the Miracle Miles 5K, BT Days each quarter, 75 Day Countdown, BuckeyeThon Benefit Brunch and two silent auctions. The special promotions chair is assisted by steering committee and morale captains on event execution.

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Production: The Production team primarily works towards the culmination of BuckeyeThon—the actual 14-hour dance marathon. The Production team is overseen by the Production Co-Director.

Catering: The catering chair is responsible for solicitation of local restaurants, catering companies and food related stores to secure edible food donation for BuckeyeThon. The catering chair also works on food for the Miracle Miles 5K, Benefit Brunch and Bowl-A-Thon.

Dancer Relations: The dancer relations chair is in charge of all the recruitment events, materials, logistics, and retention of dancers for BuckeyeThon 2007. The chair will maintain the online registration, dancer database and dancer list serve. In addition, they will coordinate dancer information sessions, create dancer interest packet/flyers, compile lists of interested dancers, field questions from interested parties, plan dancer incentives for event, organize all logistics related to dancer registration at BuckeyeThon.

Entertainment: The Entertainment chair is responsible for making the 14 hours of standing seem like 4 hours! The chair will contact and schedule bands, dance groups, local celebrities, athletes, student entertainment organizations, and more to perform/entertain at the event. The chair also has the freedom to be creative by adding new entertainment elements to BuckeyeThon.

Finance: The Finance Chair acts as the treasurer for BuckeyeThon. This position's primary goal is to create a working budget for the organization. They also track BuckeyeThon’s internal expenses as well as the money raised for Children’s Hospital through canning, fundraising and donations. This position is responsible for writing grants to request money from campus organizations. They are in charge of contacting and sending representatives to organizations to request operating funds.

Graphics and Technology: This steering committee member is responsible for all technology related aspects of production, including: mailing list serves, website updates and maintenance (including calendar, scrapbook), t-shirt design and ordering, creation of the annual BT Program, and the slideshow, video and other AV at the event. The Technology Chair also acts as the BuckeyeThon Historian, taking pictures at events to post on-line.

Morale: The Morale chair works with the super enthusiastic morale captains! In particular, the morale chair interviews and selects the morale captains, plans the theme for BuckeyeThon, coordinates theme hours and the line dance with morale captains and coordinates the script. The Morale chair also meets weekly with morale captains to keep them excited and informed about BuckeyeThon.

Operations and Logistics: This chair is in charge of all logistics leading up to and related to BuckeyeThon. The responsibilities include, but are not limited to, securing event space for all events, securing meeting rooms, contacting event/AV company, working on diagrams and floor plans and securing volunteers and security for event. In addition, the Operations and logistics chair will maintain the BuckeyeThon office and keep minutes at meetings, to be distributed via email after each meeting.

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