2012–2013 Greek Week Executive Board Application

NAME

E-MAIL

Z NUMBER

CELL PHONE

GPA

CHAPTER

ABOUT GREEK WEEK

Greek Week is intended to be an opportunity to showcase Greek Unity and develop relationships within the Fraternity & Sorority Life community. The Executive Board’s role will be to plan and implement the week. Roles have been carefully selected to ensure that development can occur for programming, to provide leadership opportunities within the community and to make this a truly shared responsibility between all chapters participating.

WHO IS ELIGIBLE?

• Students with a 2.5 G.P.A or higher (will be verified by the Office of Fraternity & Sorority Life).
• Initiated members, in good standing, of their respective fraternity or sorority represented within our community.
• Students willing to disaffiliate and be unbiased for all matters relating to Greek Week leading up to and for the actual week.

GREEK WEEK EXECUTIVE BOARD ESSAY QUESTIONS

Please return your responses on a separate typed sheet of paper.

1. Why do you want to apply for the Greek Week Executive Board?
2. Which positions are you interested in and why? Please select up to three positions.
3. Is there any position on Greek Week that you would not accept? (If yes, please list the position and explain).
4. What leadership roles have you previously held and how have they prepared you for this position?
5. What contributions have you made to the Greek community?
6. What is the value of Greek Week and why do you believe it is important to our Fraternity & Sorority Life community?
7. In what ways do you uphold the values of your organization? Why might this be important for the position you are applying for?
8. What is your leadership style?
9. What role do you play in a team?
10. How do you handle stress?

IMPORTANT DATES

• APPLICATIONS DUE: Friday, October 5, 2012 by 5pm to the SIL Office
• INTERVIEWS: Monday, October 8-9, 2012 from 9am-4pm in Student Involvement & Leadership office. Sign up sheets will be available at front desk in SIL. Please sign up when turning in application. Casual Dress.
• NOTIFICATION: Students will be notified whether or not they will serve on the Greek Week Executive Board by Wednesday, October 10, 2012 between 11am-5pm.
• GREEK WEEK EXECUTIVE BOARD TRAINING: Friday, October 12, 2012 at 12:00pm—3:30pm, Location TBA
• GREEK WEEK: April 6-12, 2013

APPLICATION CHECKLIST

☐ Top portion of application (name, email, z-number, GPA, cell phone, chapter)
☐ Greek Week Executive Board Essay Questions
☐ Sign up for an interview with Tania Paini when turning in application on sign up sheet

Questions? Contact Tania Paini in Fraternity & Sorority Life, at tpaini@fau.edu
The Executive Director shall:
- Guide vision and oversee Greek Week
- Ascertains participation of teams for the week
- Lead executive board meetings and team captain meetings
- Serve as the liaison for team captains
- Serve as the main contact for questions regarding Greek Week
- Create and manage budget for Greek Week
- Meet weekly with the Greek Week Advisor
- Serve 1 office hour and attend executive board meetings weekly

The Director of Service & Philanthropy shall:
- Serve as Relay for Life liaison
- Coordinate all fundraising and philanthropic endeavors for Greek Week
- Coordinate community service event for Greek Week
- Ensures that philanthropy is being represented throughout the week
- Educate students participating about the causes being supported through philanthropic and service endeavors
- Serve 1 office hour and attend executive board meetings weekly

The Director of Public Relations:
- Coordinates any events that promote Greek Week and the Fraternity & Sorority Life community (i.e. window painting, banners, attending a sporting event, community photo or any new events that the board selects)
- Ensures that positive Greek Week publicity is being portrayed throughout events
- Coordinates photography throughout the week and secures photo release forms from each chapter
- Be responsible for creating flyers and other promotional materials (i.e. t-shirts)
- Be responsible for press and awareness of Greek Week to the FAU community
- Serve 1 office hour and attend executive board meetings weekly

The Director of Logistics shall:
- Be responsible for overall logistics for the week
- Create score sheets for all events that need scoring
- Recruit, contact and be the liaison for judges for the week of events
- Collect and tally points for every competition
- Track attendance throughout the week for necessary events
- Serve 1 office hour and attend executive board meetings weekly

The Director of Entertainment shall:
- Coordinate Greeks Got Talent
- Coordinate Greek Games
- Coordinate Finale Announcement
- Responsible for ensuring audio/visual needs are met for all events
- Serve 1 office hour and attend executive board meetings weekly

The Director of Education & Development shall:
- Ensures the spirit of Greek Week is maintained and that there is purpose behind all events
- Facilitate expectations of Greek Week and hold chapters accountable for not fulfilling expectations
- Ensure Fraternity & Sorority Life community values are represented throughout the week and that it is outwardly displayed throughout Greek Week
- Coordinate educational programming throughout the week (i.e. Education night speaker, FSBB)
- Serve 1 office hour and attend executive board meetings weekly

Questions? Contact Tania Paini in Fraternity & Sorority Life, at tpaini@fau.edu