



## Elected Board Application Fall 2021

### PART I: GENERAL INFORMATION

Name: Michelle Liang

School Year (Grade): Junior

New Member Class (Semester & Year): Alpha Omicron (Fall 2019)

Major(s): Business of Cinematic Arts

Minor(s): Applied Analytics

E-mail(s): lian057@usc.edu

Phone Number(s): (213) 408-2846

**Please mark which elected position(s) you are running for with an X:**

☐ President (1)

☐ Pledgemaster AKA New Member Educator (1)

☐ Co-VP of Finance (2)

☒ **Co-VP of Membership (2)**

☐ Diversity & Inclusion Chair (1)

☐ Intechapter Chair (1)

☐ VP of Communications (1)

☐ VP of Fellowship (1)

☐ VP of Service (1)

Name of person you are running with (leave blank if no running partners): Andrew Li

Are you running all or nothing (leave blank if not applicable): Yes

*\* A list of officer descriptions can be found in our [Chapter Bylaws](#) on the APO website.*

## **PART II: SHORT ANSWER QUESTIONS**

### **1. Why do you want the position(s) you are running for? Why are you the best candidate for the position(s) you selected?**

Ever since joining APO in Fall 2019, I've been lucky enough to find a home within this organization. My completion of the Co-Director of Recruitment position this semester has given me the skillsets, experience, and courage to embark on another challenging position on Excomm. Serving as the Co-VP of Membership will provide me with the opportunity to give back to this community and to help create an even better experience for our future members. At the same time, I am excited to watch myself grow alongside APO, as I know that there is so much I can learn from carrying out the responsibilities of Co-VP of Membership.

Andrew and I are both very easy-going people and have strength in relationship management, which can help us in creating that inclusive and accessible space for every member. Since we both possess prior experience serving on Excomm, we have not only become familiar with the organizational structure of APO but have also, hopefully, demonstrated our capabilities and strong work ethics through our respective past performances. On top of that, Andrew and I have complementary skills and strengths, which make us an excellent pair to work together. For instance, my technical background in using Google Spreadsheet and experience from operating multiple metrics during Recruitment will ensure that we can remain organized when handling complicated membership planning & logistics. Meanwhile, Andrew's creativity and experience in executing fellowship events as Spring 2020 VP of Fellowship will ensure that we present engaging membership events and foster a fun environment for all members.

Together, we will work to protect the APO community from devastation! To unite all members within our chapter! To denounce the evils of truth and love! And to extend our reach to the stars above!

### **2. What is your vision for APO and what are your goals for the position(s)?**

Our vision for APO is to try to bring the members closer together, especially after a whole year of being online. We realize that there are many barriers that can prevent people from becoming closer, such as the fact that one is in, socioeconomic barriers, and cultural differences. Therefore, our visions and goals as the Co-VP of Membership are to essentially spread the acceptance and sense of family to all members of APO, preventing anyone from feeling excluded or left out. We plan to incorporate a plethora of membership events throughout the semester. That way, not only can members become introduced to each other at the beginning of the semester, but they can continue to strengthen their relationships for the long run. Because APO has already offered us so much happiness and love, we would like to reciprocate that sentiment to all of the members, ensuring that we can all prosper and engage in membership, service, philanthropy, fellowship, D&I, interchapter, and finance events with excitement and positivity. We aim to obtain a higher rate of Active retention that extends beyond the recruitment period. We will make an effort to achieve this by incorporating more chapter-wide events where everyone can participate in throughout the entire semester. We would also like to continue to create smaller-grouped events by hosting multiple event series for members to develop relationships in an intimate setting. The combination of chapter-wide events, small-group events, as well as our accessibilities as Co-VP of Membership

through bi-weekly office hours will help us in establishing an inclusive and engaging space for all members of APO.

### Membership Coordinator Timeline

<b>Summer Planning (June 2021 - August 2021):</b>
<ul style="list-style-type: none"><li>• Send out <b>membership surveys</b></li><li>• Contact service leaders for <b>Leadership Dinner</b> (Recruitment Event)</li><li>• Start setting up/compiling data for the <b>MasterDoc</b></li><li>• Communicate with the new President to see if there is anything (s)he wants to change/enforce</li><li>• Work with VPs of Finance to determine the Membership budget</li><li>• After receiving budget, gather/buy supplies necessary to conduct activities</li><li>• Collaborate with Fellowship to come up with new activities/Fellowship Series</li><li>• Coordinate with SEC to plan an Active Retreat</li><li>• Work with president and pledge team to work out the logistics of a <b>Pledge VP of Membership</b> position</li></ul>
<b>Recruitment (August 2021 - September 2021):</b>
<ul style="list-style-type: none"><li>• Coordinate with Recruitment to properly distribute Recruitment T-shirts</li><li>• Host <b>Leadership Dinner</b></li><li>• Finish compiling the <b>MasterDoc</b></li><li>• Send out an optional Membership survey to actives in order to bring up any issues/concerns that they may have in the new semester</li><li>• Start planning small GBM activities (Kahoot, Lovebook, etc.)</li><li>• Host Active Retreat</li></ul>
<b>New Member Education Period (October 2021 - December 2021):</b>
<ul style="list-style-type: none"><li>• Conduct the majority of our membership events (<b>Pledges VS. Actives, Blind Dates, Workshops, Interview Mixers, Family Competitions, Funtivities</b>)</li><li>• Register pledges with the national chapter</li><li>• Introduce new events (<b>stress-relief sessions, joint membership events with IC chapters</b>)</li><li>• Release Google Form for <b>Networking Database</b> and update throughout the semester</li><li>• Work with SEC to plan activities during Retreat</li><li>• Work on Big/Little <b>Pairings</b> with Pledge Team and President</li><li>• Establish <b>Pledge Membership</b> Position</li><li>• Establish <b>Academic Mentor</b> Program</li><li>• Conduct <b>Mid-Semester Reviews</b></li><li>• Host Bi-weekly <b>office hours</b> open to all members of the chapter</li></ul>

**3. What new ideas can you bring to the position and organization as a whole? Please provide examples.**

**Creating a Pledge VP of Membership Position**

Unlike most other committees, there is no pledge Excomm member appointed to attend Membership Committee meetings. With Membership being such an integral position to the chapter, it is important that we ensure pledges are given the opportunity to experience the duties of Membership, similar to other VP positions such as Service and Fellowship.

Potential duties of the Pledge VP of Membership:

- Ensure that members of the class are on track to finishing requirements and cross
- Host a Membership event (De-stressing, Professional development, etc.)
- Attend the Membership Committee meetings
- Assist in the organization of Chapter Mixer

**Membership Office Hours**

Similar to the office hour Google Sheets James sends out each week, we will be posting our availability bi-weekly for members to sign up for individual office hours with us. We want to create a safe space for members to feel welcomed to speak to us about anything that is bothering them and trust that the content of whatever is discussed will remain confidential between the two parties. The purpose of hosting these meetings could be to 1) provide mental health check-ups and 2) formulate personalized action plans to assist members with finishing requirements. Through our term, we would like to place a great emphasis on the mental health of our members, as we both understand that college is a period of dynamic change and uncertainty for many people. Although Alpha Phi Omega is first and foremost a service-focused organization, the well-being of our general members is crucial, because excellent service can only be achieved with an excellent mindset.

**Biweekly Stress Relief Sessions (Life is a Mess, It's Time to Destress!)**

In conjunction with the Membership Office Hours, we would like to host a bi-weekly destressing series called *Life is a Mess, It's Time to Destress!* These events can be either in-person (capped at a certain number of people) or virtual depending on the general members' comfort levels with the pandemic and their interests (this will be determined based upon responses that we gather from the Membership Survey). This biweekly event can be hosted by the VPs of Membership, the Pledge VP of Membership, or any general member that would be interested in leading an activity. Some examples of activities that we would like to host are: yoga sessions, f45 workouts, cooking/baking events, movie nights, boxing training, painting sessions, and informational occupational therapy lessons.

**"Get to Know the APbrOs!" GBM Activity**

To get to know some fun facts about each and every one of our amazing members, we will be introducing a member-related activity during GBM. As a part of our membership survey, each member will submit one interesting fact about themselves. Then, at each GBM, a set number of interesting facts will be displayed on either Kahoot or polleverywhere.com, and members will guess who the facts belong to. We will make sure that this activity will not be too time-consuming to delay GBM's end time.

### **Reincorporate Past APO Traditions**

Along with introducing new ideas to the Alpha Sigma semester, we are eager to reintroduce past traditions that have been forgotten over the past few semesters. This is so that the new members who only knew APO during the virtual semester can experience some long-standing traditions that we have loved during our time in APO. Some examples of these previous traditions include:

<b>APO Blind Dates</b>
<ul style="list-style-type: none"><li>• A survey will be sent out to the general members to fill out who are interested in participating in the event. They will list a series of activities that they would be willing to engage in and two members that share similar interests will be anonymously paired together. They will be given a location to meet and an activity to complete. Participants will only get to discover who their “blind date” is at the designated meeting time and location.</li></ul>
<b>Funtivities</b>
<ul style="list-style-type: none"><li>• Funtivities are events that Actives can sign up to host for the new pledge classes. The people hosting the event will be anonymous and the pledges will sign up to each event only knowing the title of the activity that slightly gives a hint about what it is. This was an APO tradition and a pledge requirement that was passed down for years before it was unfortunately halted due to the coronavirus pandemic. Members that hosted events would even create group chats that would be passed down through semesters for future pledges to engage in too.</li></ul>
<b>Secret Admirer</b>
<ul style="list-style-type: none"><li>• Secret Admirer is a semester-long event in which members who sign up will be anonymously paired to write notes to another assigned member before every GBM. The notes will be exchanged by the VPs of Membership each GBM and the anonymous pair will be revealed to each other by the end of the semester. This will provide an incentive to people to attend GBM more frequently and interact with people they may not usually have the chance to talk to normally.</li></ul>

### **Create a Networking Database**

Another great thing about the APO community is how involved and successful our members are, including both alumni and current students, across various organizations and industries. We want to create a platform to document the information of current and past members. Members will receive access to this information and can use them to network with each other based on their interests and professional aspirations. We will send out a Google Form that all members (actives, associates, inactive members, pledges) of APO can fill out with their preferred contact information, companies they’ve worked/interned at, other on-campus org involvement, specialized industry, etc. We will collaborate with the Alumni Liaison to also extend the invitation to alumni who are willing to serve as points of contact.

## Alternative Methods of Obtaining Membership Points

<b>Membership Gift Drop-Offs (0.5 points)</b>
<ul style="list-style-type: none"><li>Members of the general body can drop off gifts, letters, or send a virtual message to other members to check up on them and see how they are doing during the semester. This would encourage and foster an environment in which the general members would be looking after each other to ensure that no one is left out and that we are all cared and accounted for.</li></ul>
<b>Active Interview (0.5 Points)</b>
<ul style="list-style-type: none"><li>Actives can get membership points for conducting interviews with another active/associate/transfer brother. This will serve as an opportunity and incentive for Actives to interview people they wish they had interviewed during their pledging semester but were not able to.</li></ul>

## Possibility of Introducing More Chapter-Wide Events During the Semester

These events will run similarly to the large-scale service and fellowship events that have consistently been popular among Actives during recruitment. In the past semesters, we see that active attendance is at its highest during recruitment, with events such as Chapter BBQ and LA Food Bank being greatly appreciated by most members. However, these kinds of chapter-wide service or fellowship events have never been done after recruitment.

\*These events will be planned only under the circumstance that large-group gatherings are permitted during the Fall semester. All venues will be outdoors. Participants must wear masks at all times with proof of vaccination/negative covid test to be eligible for attendance. If large-group gatherings are not possible but we receive a sufficient amount of interest from members, we may consider carrying out these events online.\*

### *1. Active Retreat/Family Olympics*

The purpose of Active Retreat is to strengthen the bond between existing members of our chapter. This day-long event will be held during the Recruitment period, prior to the introduction of the new pledge class. If COVID regulation allows, the location of the event will most likely be either at the beach or at a park. Aside from giving Actives plenty of free time to do whatever they want, we can also set aside a few hours for a friendly Olympics-style competition between the three families. Some game ideas include Tug-of-War, Egg Race, Balloon Stomp Game, Musical Chair, etc.

### *2. Chapter Mixer*

The purpose of Chapter Mixer is to provide an opportunity during the semester for current members to mingle with the entire APO community. Chapter Mixer will be an internal event open to current members (actives, associates, alumni, pledges) of APO and will occur in the middle of the semester. The event will be organized in collaboration with the Pledge VP of Membership. We will collect active interests through the membership survey to determine the specific theme of the mixer, while ensuring that we follow COVID regulations. If in-person, the event could look like Chapter BBQ, Mocktails, Ice cream social, Beach day, etc.

### **3. *Beach Clean-up Day***

We will work with the VP of Service to organize a beach clean-up day at one of the Los Angeles beaches. This event can either be hosted on our own or in partnership with the LA Surfrider Foundation, which offers assistance in the facilitation of an organization cleanup event. This chapter-wide service event will most likely take place during the second half of the semester to provide a large service opportunity for after pledges have gotten their bigs. It will also be a fun way to assist members in finishing their service requirements.

### **4. What relevant experience, if any, have you had working in committees or other organizations for the position(s) you are running for? Please be specific.**

My experience as Co-Director of Recruitment this semester has not only granted me with an integrative perspective of the internal structure of APO, but it has also equipped me with transferable skills to navigating a demanding position such as Co-VP of Membership. During my role, I collaborated with other Executive officers, including Fellowship, Service, and Philanthropy, to successfully host 14+ events during the 3-week Recruitment period. I built effective communication pipelines for both actives and recruits by being extremely responsive to answering any recruitment-related questions as well as sustaining easy and organized access to recruitment materials. I intend to bring forth my accessibility and organization skills to my role as the Co-VP of Membership as well. Additionally, my familiarity with creating and maintaining the Active & Recruitee Masterdocs during Recruitment will ensure that I possess the technical skills and logistic background to upkeep the Member Masterdoc throughout the semester.

### **5. What other time commitments will you have next semester (i.e. other student organizations, work, research, etc.)? How do you plan to balance APO executive board duties with those commitments?**

During this semester, I was able to successfully fulfill my duties as Co-Director of Recruitment while pursuing 17 units of classes, an internship, and other club responsibilities. Next semester, aside from academics, I will only be continuing my involvement in Society 53 as a Student Ambassador and in BT as a general member. If elected, I have confidence that I will be able to prioritize the Co-VP of Membership position and dedicate a minimum of 4 hours each week outside of GBMs and events to fulfilling my responsibilities.