



2004-2005 Application

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# Directors

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Applications also available for: **Programming Council,  
Swing Kids**

K-grams is accepting applications for Directors for the 2004-2005 year! There are many ways to get involved with K-grams through volunteering and/or taking on different roles in the organization. We strongly encourage you to review the positions and their descriptions on the K-grams website and then apply for a position that you are interested in. (Remember that there are SEPARATE applications available for the Programming Council and Swing Kid positions.)

**If you have any further questions, please contact us on our website or via email.**

**[www.umich.edu/~smile](http://www.umich.edu/~smile)**

**[smile@umich.edu](mailto:smile@umich.edu)**

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All completed applications should be turned into the K-grams office (4217 Michigan Union). You should then immediately sign-up for an interview time on the office door.

## **Directors Application**

### **Deadline:**

**Friday, March 12<sup>th</sup>**

### **Interview Days:**

**March 17<sup>th</sup> & 18<sup>th</sup>**

*The mission of K-grams is to establish a strong community of learning for a wide range of college and elementary students, staff, and families by developing positive relationships and experiences that extend beyond the classroom.*

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As a Director, you will work closely with your team members and other directors to supervise the overall operation of K-grams. Your role involves, at minimum, weekly commitments on Tuesday nights with the other directors, in addition to meeting one night per week with your specific team. Through these weekly commitments and your heightened involvement throughout the entire year, you will initiate and plan various events, while maintaining all aspects of our program.

An effective ability to exercise direction and control with your team members, other directors, volunteers, and community members is crucial to a Director's position. Through this role, you will help others see long-term benefits of the program and establish positive relationships among all audiences of K-grams.

### **Available Director Positions:**

*(check the web for descriptions)*

- Associate Director
- BookMARK Director
- Campus Relations Director
- Elementary Director
- Executive Director
- Operations Director
- Pen Pal Directors



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## Directors

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Name: \_\_\_\_\_ Email: \_\_\_\_\_

Year (Fall '04): 1<sup>st</sup> 2<sup>nd</sup> 3<sup>rd</sup> 4<sup>th</sup> 5<sup>th</sup> Current Phone #: \_\_\_\_\_

Major: \_\_\_\_\_ Summer Phone #: \_\_\_\_\_

Fall 2004 Address: \_\_\_\_\_

Previous K-grams Roles: \_\_\_\_\_

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1. Is there a specific area or Director's position that you are interested in? Why?
2. What personal qualities would you bring to K-grams to make it a better program?
3. What do you hope to accomplish with your role during this upcoming year of K-grams? What would you like to see improved upon from this past year, and why?

4. How would you motivate the other Directors and SPC in general to fulfill their responsibilities and to maintain focus throughout the year?
5. Our organization deals with many levels of programming and a wide range of audiences. How do you see yourself fostering these many relationships in order to improve K-grams?
6. What is one word that best describes you in a group setting? Please explain why.
7. What other group(s) are you involved with on or off campus? (Please highlight any current and past leadership roles, as well as future time commitments.)

8. Is there any additional information you would like the Selection Committee to know?

9. If a Director's position is not available, would you be interested in serving as a member of the SPC? If so, what position? If not, why?

**OPTIONAL:** *(If interested, please check all that apply)*

- ☐ I have web and technical skills, and I would be interested in serving on an additional committee to help keep the website and information current and up-to-date.
  - ☐ I have skills in photography and creating publications (e.g. newsletters, programs, brochures), and I would be interested in serving on an additional committee to help inform pen pals and other SPC about what's happening in K-grams.