

Winter/Spring 2016

Dear Student,

Like you, I was once an aspiring student taking classes at a community college. In fact, I attended several community colleges before I eventually transferred to Humboldt State University and completed a bachelor's degree. While I was a student, I participated in campus clubs where I connected with other like-minded students and made friends that gave me a sense of belonging. When times got tough, and classes got harder, it was those relationships that kept me in college.

While I was interested, I never applied for a position in Student Leadership. Back then, I thought Student Leadership was for "leaders" – not an ordinary student like me; but I was wrong. Student Leadership is for any student who is willing to commit themselves to their own personal and professional development and growth; growth that comes through hard work and a willingness to learn, trust, and support a team of co-student leaders and staff advisors. If you are willing to make this commitment then I encourage you to apply for a position in Student Leadership today!

As an employee in Student Leadership you will be provided with training, opportunities, and experiences that will not only prepare you for your work as a student leader but will also instill in you new skills and know-how that will promote your future success. In the words of Vince Lombardi, *"Leaders are made, they are not born. They are made by hard effort, which is the price which all of us must pay to achieve any goal that is worthwhile."* Should you choose to apply for a position and to commit yourself to a year with Student Leadership, then you will find that I, along with the other Student Leadership advisors, commit to both challenging and supporting your leadership growth and future success!

All the best,

A handwritten signature in black ink that reads "Jeffrey". The script is cursive and fluid, with a long, sweeping tail on the final letter.

Jeffrey Vasquez  
Director, Student Leadership and Multicultural Programs  
North Seattle College

*Student Leadership & Multicultural Programs is committed to recruiting dedicated staff who together create a welcoming climate that reflects the diverse backgrounds of our community, including ethnicity, national origin, religion, race, gender, gender identity, age, status as a veteran or disabled veteran, disability, political status, and sexual orientation.*

*We strongly encourage members of historically disenfranchised groups to apply for this position.*

# North Seattle College Student Leadership Application Packet for 2016-2017

## AVAILABLE POSITIONS

There are 35-40 positions available in Student Leadership. These positions are spread out across the many branches of Student Leadership including the Student Administrative Council (SAC); Events Board (EB); Student Fee Board (SFB); Communications Board (CB); Student Cabinet (CAB); Sustainability Board (SB); Club Council (CC) and the Research and Advocacy Board (RAB). Each of these branches of Student Leadership serves a unique and essential role in representing North's student body.

## IMPORTANT APPLICATION DATES

April 22 (5pm)	Applications due to Student Leadership and Multicultural Programs (SLMP) office, room CC 1446
May 3, 4, 5 & May 9, 10, 11 (2-5pm)	<b>SAC and SL</b> group interviews Students will be scheduled for group interviews with 10-15 other applicants. <u>Please note: you will be photographed at the interview.</u> The best advice for these interviews is to dress casually and comfortably; be yourself—the interviews are designed to be laid-back and fun; and, most importantly, BE ON TIME!
May 13 (2pm-5pm)	<b>SAC and SL</b> group interviews for <b>RETURNING STUDENT LEADERS</b>
May 20	Position offers made
May 27, 2016 (3-5pm)	<b>SAC</b> Transition Day, old & new SAC member lunch*
June 17, 2016	Last day of spring quarter/Commencement
June 20-June 21	<b>SAC</b> Only training*
June 22-June 24	<b>SAC and SL</b> training*
August 22-26 (9-5pm)	<b>SAC and SL</b> training*
September 1	<b>SAC</b> Ropes Course*
September 2-4	<b>SAC</b> attends CUSP Leadership Institute in Olympia*
September 23-24 (9-5pm)	<b>SAC and SL</b> training*

\*Students hired for any of these positions are required to attend this job training. Portions of this training will require travel and an overnight stay for which all expenses will be paid. Students will receive an hourly wage for training time.

## POSITION DESCRIPTIONS

### ***Student Administrative Council (SAC):***

- SAC members consist of: The *SAC Chair* who oversees the SAC meetings, represents students through writing, speeches, and meetings to the Board of Trustees and administrators, and handles administrative tasks; *Club Coordinator* who manages and assists all student clubs and their events and activities; five board *Coordinators* who directly support the involvement and work of *EB, SFB, CB, CAB, SB, and RAB*.
- Must attend mandatory weekly meetings on Mondays 4-5pm and Fridays 3-4pm during the school year (excluding the first and final weeks of the quarters)
- Number of hours range from 10-15 per week
- Compensation: \$15.00 / hour
- Commitment / Employment Term : May 23, 2016—June 25, 2017

### ***Student Leadership (board positions):***

- Must attend mandatory weekly meetings during the school year (excluding the first and final weeks of the quarters):
  - Mandatory meetings for **EB** members are on Tuesdays and Thursdays between 3 and 5pm
  - Mandatory meetings for **SFB** members are on Mondays and Wednesdays 2-4pm
  - Mandatory meetings for **CB** members are on Mondays and/or Tuesdays between 2 and 4pm
  - Mandatory meetings for **CAB** members are on Wednesdays 4-5pm
  - Mandatory meetings for **SB** members are on Wednesdays 2-4pm
  - Mandatory meetings for **RAB** members are on Mondays and Wednesdays 2-4pm
  - Mandatory meetings for **Club Council** are on Thursdays 4-5pm
- Number of hours range from 2-15 per week
  - EB generally works 10-15 hours per week; additional morning and afternoon hours as arranged
  - SFB generally works 4-5 hours per week
  - CB generally works 8-12 hours per week; additional morning and afternoon hours as arranged.
  - CAB generally works 10-15 hours per *month*; individual committee times vary but generally occur in the afternoons and meet 1-2 times a month
  - SB generally works 5-10 hours per week
  - RAB generally works 5-10 hours per week
  - Club Council generally works 5-10 hours per week
- Compensation: \$15.00 / hour
- Commitment / Employment Term : May 23, 2016—June 25, 2017

### **POSITION ELIGIBILITY**

- New students are welcome; you must plan to be a student at North from Fall 2016-Spring 2017
- Have and maintain a minimum 3.0 Quarterly GPA for Fall 2016, Winter 2017 and Spring 2017
- Demonstrate the desire to be a leader on campus and in their community
- Have strong written and oral communication skills (proficient in speaking & writing English)

If you have questions about our hiring process, employment requirements, or want more information (about SL, the work of the boards, or our mascot SACsquatch) please contact us at emailSACsquatch@gmail.com or stop by our office CC1446. Additional information about our program and downloadable application forms can be found on our website: <https://studentleadership.northseattle.edu/>

*We welcome all students! North Seattle College Student Leadership does not discriminate on the basis of race or ethnicity, color, age, nationality, religion, marital status, gender identity, sexual orientation, veteran status, political affiliation or belief, citizenship/status as a lawfully admitted immigrant, or disability.*

2016-2017  
**STUDENT LEADERSHIP APPLICATION FORM**

**APPLICANT INFORMATION**

Full Name:

Student ID:

Email:

Phone: (     )

Cell: (     )

Current Address:

City:

State:

ZIP Code:

**MILITARY SERVICE (IF APPLICABLE)**

Branch:

From:

To:

Rank at discharge:

Type of discharge:

If other than honorable, please explain discharge:

**EDUCATION**

**High School:**

From:

To:

Location:

Graduate: Yes    No (If No, please explain)

**College:**

From:

To:

Location:

Graduate: Yes    No (If No, please explain)

Degree:

**REFERENCES**

1) Name:

E-mail:

Contact Phone: (     )

Relation: Faculty or Staff Member

2) Name:

E-mail:

Contact Phone: (     )

Relation:

3) Name:

E-mail:

Contact Phone: (     )

Relation:

**DISCLAIMER AND SIGNATURE**

I certify that my answers are true and complete to the best of my knowledge. If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature of applicant

Date

## Please turn in to the SLMP office (CC 1446) by April 22, 2016:

- A completed application with the references section containing at least one North faculty or staff member. You may also include a resume to submit for review.
- Signatures of twenty-five (25) students demonstrating support for your application (turn over)
- Essay answering the following questions (1-2 pages):
  - Tell us about yourself. What interests you most about serving on SAC or SL? Why have you chosen the specific position you have? Or what has prepared you for this position?
  - Diversity is infused throughout our work in student leadership. How might your experience or knowledge of diversity help you in your role as a student leader?

### The position(s) I am applying for is/are:

SAC – SAC Chair		SL- Club Council Member	
SAC – Club Coordinator		SL – EB Member	
SAC – EB Coordinator		SL – SFB Member	
SAC – SFB Coordinator		SL – CB Member	
SAC – CB Coordinator		SL – CAB Member	
SAC – CAB Coordinator		SL – SB Member	
SAC – SB Coordinator		SL – RAB Member	
SAC – RAB Coordinator			
I am open to any position, regardless of my preferences above		I will only accept a position that I marked as a preference above	

### Specific skills/interests that I have are (please circle):

Journalism/article writing	Drawing/Graphic Design	Photography	Political engagement
Microsoft Publisher	Crafting/banner making	Social Media	Public Speaking
Microsoft Office	Financial Planning	Event Planning	Research
Other (please list or briefly describe)			

### Student Status (please circle all that apply):

Running Start	International Student	Senior Waiver	Resident	Non-resident
4-year BAS program	2-year transfer (AA, AS, Business)	Certificate	Other (pre-req's, leisure, etc.)	Returning Student Leader

I am applying for a position on SAC and/or SL; we work for you, the student body, on issues that impact all students. By signing this document, you confirm your support of my application.

<u>Printed Name</u>	<u>Signature</u>
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