

# 2009-2010 SGA Executive Branch Application

Name \_\_\_\_\_

Local Address \_\_\_\_\_

Phone Number \_\_\_\_\_ E-Mail Address \_\_\_\_\_

College \_\_\_\_\_ Curriculum \_\_\_\_\_

Please Circle:

Freshman          Sophomore          Junior          Senior          Graduate

Hours enrolled this semester \_\_\_\_\_ Anticipated hours next semester \_\_\_\_\_

**Requirements for Executive Cabinet Appointees:** 1) Attend all Cabinet meetings 2) 1 office hour per week 3) report to Student Senate one time a month and at the Student Body President or Vice President's request 4) perform the duties as detailed in the description 5) complete any other duties relevant to the specific position as designated by the President, Vice President, or Chief of Staff.

*Please type your responses. Additional sheets may be attached if necessary.*

Please read the Position Descriptions located on the back of this application. List, in order of preference, up to three positions you are applying for.

- 1.) \_\_\_\_\_
- 2.) \_\_\_\_\_
- 3.) \_\_\_\_\_

Please describe any previous experience in these areas:

What qualities or skills do you possess that would make you the best selection as a cabinet member?

In 200 words or less, what goals would you hope to accomplish if appointed to your top choice. How would you achieve these goals?

What are your time commitments for next year? What priority will your role as a cabinet member be in your schedule?

I have read the above requirements and am willing to meet all of these expectations during the tenure of my appointment.

Signature of Applicant

Date

## Cabinet Position Descriptions

The **Chief of Staff** attends Student Senate meetings, coordinates the activities of Cabinet, chairs Cabinet meetings, serves as an advisor to Cabinet members, conducts communication between the Student Body President, Vice President, and Cabinet members.

The **Public Relations Director** fosters public relations, and enhances the distribution of information for the Executive Branch. A key focus will be in formulating communication strategies between the Student Body President, Vice President, Student Senate, and the Student Body, which may include weekly newspaper articles and radio addresses. This director is an ex-officio member of the Public Relations committee under the legislative brand, and is required to attend these meetings weekly.

The **City Relations Director** represents the interests and concerns of the KSU SGA to local officials and serves as an ex-officio member of the SGA Governmental Relations committee. The City Relations Director will attend city commission and other local meetings as needed.

The **State Relations Director** represents the interests and concerns of the KSU SGA to state officials, serves as an ex-officio member of the SGA Senate Governmental Relations committee. The director is instrumental in organizing State Higher Education Day, Cats in the Capital, and Big XII on the Hill in Washington D.C. The Director also attends both the Board of Regents and the Student Advisory Committee meetings, monthly with the Student Body President and Vice President.

The **International Affairs Director** represents the interests and concerns of international students to the Student Body President, Vice President, and Cabinet. Special focus should be on working with University Administration, the International Programs office, and the International Student Center to increase International relations. The director will also work and attend International Coordinating Council meetings and International student groups, to ensure International student concerns are being appropriately represented.

The **Multicultural Affairs Director** represents the interests and concerns of students from diverse populations to the Student Body President, Vice President, and Cabinet. They will serve as a key liaison between multicultural student organizations and the office of Diversity and Dual Career Development, to the President and Vice President. The director will also serve as a member on the SGA Joint Committee on Diversity, as well as the Diversity Programming Council.

The **Residence Hall Liaison** reports to the ARH meetings and SGA to share concerns and present issues to the Student Body President, Vice President, and Cabinet on behalf of students that reside in university housing.

The **Student Affairs Director** will address the concerns and issues of the Student Body President and Vice President as detailed in their campaign platform. Coordination of student focus groups, concerning platform ideas that are being solved on campus will be chaired by the Student Affairs Director. They will also be responsible for addressing and seeking out solutions regarding individual student concerns as they are presented to the Student Body President, Vice President, or Cabinet members.

The **Student Director of Sustainability** studies and recommends utilization of resources and development opportunities to ensure a more sustainable future for K-State. They will work with student organizations to represent the views of students to the Student Body President, Vice President and University Administrators.

The **Technology Director** represents the interests and concerns of students on technology services to KSU SGA and University Administration. They will serve on technology task forces on issues ranging from ISIS, Zimbra and others.

Kansas State University is committed to a policy of nondiscrimination on the basis of race, sex, national origin, disability, religion, age, sexual orientation, or other non-merit reason, in admissions, educational programs or activities, and employment (including employment of disabled veterans and veterans of the Vietnam Era), all as required by applicable laws and regulations. Responsibility for coordination of compliance efforts and receipt of inquiries, including those concerning Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act, has been delegated to Jane D. Rowlett, Ph.D., Director of Unclassified Affairs and University Compliance, 111 Anderson Hall, Kansas State University, Manhattan, KS 66506-0124, Phone (785) 532-4392.

**Return completed application to the Office of Student Activities and Services, 809 K-State Union, Ground Floor by Friday, April 10, 2009, no later than 4:00 P.M. Interviews will take place on Monday, April 13, 2009.**