

2018-19 Campus Attractions Staff Application

**Applications are due by April 6, 2018 at 5pm.
Hand in to the Student Activities front desk.**

Requirements:

- * Minimum of 9 credits per semester (5 graduate level credits)
- * Minimum of 2.5 Cum. GPA
- * Be in Good Conduct Standing
- * CA Staff Members are expected to work 15-20 hours per week
- * Each staff member will receive an allotted \$2000 towards tuition per semester

Upon submission of application you will receive an email with more information about the selection process.

If you have any questions please do not hesitate to ask any current CA staff, Kim Bruemmer at kim.bruemmer@ndsu.edu or Abby Lee at email ndsu.ca@ndsu.edu

Positions Available:

Graphics Coordinator:

- * Create and produce advertising for CA
- * Ensure that all work is created in the time agreed
- * Complete 10 scheduled office hours per week

Concerts Coordinator:

- * Responsible for programming musical talent in a variety of formats such as Street Dance, Spring Concert, Live @ Lunch, local talent, and open mic nights.
- * Complete 5 scheduled office hours week per week
- * Identifying and/or developing programs
- * Scheduling/Reserving facilities, equipment, and staff as needed
- * Negotiating and executing contracts
- * Coordinating publicity and marketing with assistance from the Graphics Coordinator and the Vice President
- * Maintain Budget

*These are summarized versions of the position responsibilities;
actual duties may be expanded and vary from listing.*

Campus Attractions Application

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Name _____
Local Address _____
E-mail address _____ Phone _____
Major _____ Student ID # _____
Avg. Semester credit load _____

Next fall you will be (circle one): Fr. So. Jr. Sr. Grad Anticipated Graduation Date _____

Applicant must be registered for a minimum of 9 credits (5 grad), have a minimum 2.5 cumulative and semester G.P.A. and be in good conduct standing. First semester freshmen and transfer students will be treated comparably according to available information.

Cum. GPA (Circle one): 2.5-2.99 3.0-3.49 3.5-4

Software Knowledge (Circle all that apply): Word Excel Web Design Programs Adobe Photoshop
Adobe InDesign Adobe Illustrator iMovie Other _____

Please mark which position you are interested in:

_____ Concerts Coordinator

_____ Graphics Coordinator

If not selected for the position of your choice, would you accept another position? Yes No

List approx. hours per week you plan or need to spend at the following activities:

Academics: _____ Job: _____ Student Org: _____ Internship/Volunteer Work: _____

How many hours do you anticipate having available for Campus Attractions duties? _____

Please type the answers to the following questions on a separate sheet of paper.

Limit your responses to one sheet of paper for all questions combined.

- 1.) Why do you want a position on the Campus Attractions Staff? Describe current and past work, volunteer, course work, or co-curricular involvement that has given you the experience to succeed in the position(s) in which you are interested?
- 2.) What can Campus Attractions and the students whom you serve expect from you?
- 3.) How would you use your first choice position to improve the programs Campus Attractions brings to campus?

Completed application must be returned to the Student Activities Office, Room 120, Memorial Union, **by 5 pm Friday, April 6, 2018.**

Incomplete or late applications will not be considered. Resumes and recommendation letters are encouraged but not required.

Interviews will be conducted on April 11.

Signature _____ Date _____

By signing this document, I give permission for the Student Activities Office to check my eligibility (Credits/GPA/ conduct).



Additional Requirement(s):

All Applicants:

Please create an event that you would like to see on campus.

Submit a document, no more than one page, that includes:

- * Type of Event/Title:
- * Description:
- * Location:
- * Budget:
- * Why you chose this event/How it can benefit students?

Please turn in a copy of this with your application and bring a copy to the interview.

If applying for Graphics Coordinator please complete the following exercise:

Please design one color and one black & white 11x17 poster for the following fictional event.

- * Title: Casino Night
- * Date: January 12, 2018
- * Time: 9:30pm to 1am
- * Location: Great Plains Ballroom
- * Sponsored by: Campus Attractions
- * Additional Information: Various types of Casino Games (roulette, blackjack, Texas Hold 'em, etc.) will be brought in for students to enjoy. There will be \$1000 worth of prizes available to win.
- * Required Information: the CA Snapchat QR and the Campus Attractions Logo

Please bring these posters and a portfolio, if you have one, to your interview.

