Sample Homecoming Steering Committee Positions

(This is a representative sampling of positions. Positions may be added, combined, or eliminated.)

It is the role of the:

**General Chair** – to coordinate activities of the entire Committee; to promote communication among committee members; to serve as the Committee’s spokesperson at events and on campus; to act as liaison to event judges by selecting and organizing their participation; to coordinate and order all awards for Homecoming activities; to help organize and assist in the execution of successful Homecoming events.

**Air Jam Chair** – to coordinate, plan, organize, and follow through all details related to the Homecoming Air Jam (lip sync competition).

**Community & Sponsorships Chair** – to contact and work with local merchants for the donation of prizes and sponsorship of events; to promote Homecoming enthusiasm in the Ball State and Muncie community.

**Parade Chair** – to coordinate, plan, organize, and follow through all details relating to the Homecoming parade.

**Publicity & Social Media Chair** – to coordinate dissemination of news and publicity of all Homecoming activities (including information packets, news releases, and advertising); to assist with all design elements of Homecoming promotional materials; to serve as the Committee’s recording secretary; to coordinate all social media and technology efforts for the committee (i.e. Facebook, Twitter, Instagram).

**Royalty Chair** – to coordinate, plan, organize, and follow through details related to the selection and coronation of student Homecoming Royalty.

**Special Events Chair** – to coordinate, plan, organize, and follow through special activities as determined by the committee to potentially include the Bed Race, 5k, Homecoming Village, Blood Drive or any other event deemed necessary.

**Talent Search Chair** – to direct, plan, organize, and follow through all details of the student-produced talent competition.

**Video Production Chair** – to direct, plan, and produce promotional videos for all of Homecoming (including social media campaigns and promotions); assist in the recording of all necessary Homecoming events (Talent Search, Air Jam, Bed Race, Parade); come up with creative ways to utilize technology and video for Homecoming marketing and promotions.

***More information on our events and chairmanships can be found by visiting www.bsu.edu/alumni/homecoming***