



HELP PLAN ALL THE EXCITING HOMECOMING EVENTS!

Applications are now being accepted for the **HOMECOMING STEERING COMMITTEE 2012**

Print an application and submit to the Homecoming office, located in the Alumni Association (2nd floor of the Alumni Center) by Wednesday, February 1 at 4:00 p.m.

General Chairman interviews will be held February 8 in the Alumni Center's conference room #3 and committee interviews will be held February 15-16, in the Alumni Center's library.

For more information and to **PRINT OFF AN APPLICATION**, please visit: www.bsu.edu/alumni/homecoming

Please note that mandatory committee meetings are held on Mondays at 3:00 p.m. in the Alumni Center.

2012 Homecoming Steering Committee Application

Please complete in detail and return to the **Alumni Association**, second floor of the Alumni Center, 2800 W. Bethel Avenue, by **Wednesday, February 1, 2012** at 4:00 p.m. Interviews for the position of General Chairman will be held February 8, while committee interviews and selection will take place February 15 and 16.

There will be roughly 12-18 committee members selected to coordinate events for Homecoming Week. Homecoming invites participation from all campus sectors. Any student who will be enrolled through fall semester 2012, has a cumulative GPA of 2.5 or higher, and who has an interest in planning special events is encouraged to apply. Good communication and organization skills are essential, as well as the ability to interact with members of a group.

In preparation for activities, the Steering Committee meets **every Monday at 3:00 p.m. in the Alumni Center**. These mandatory weekly meetings begin after spring break and go through the end of the spring semester. At least one meeting will be conducted in the summer and the Committee will meet weekly during the fall semester up to Homecoming. Participants are also asked to maintain two office hours each week both spring and fall semesters.

Please consider the commitment as you apply. Serving on the Homecoming Steering Committee requires time and dedication, but experience and rewards from serving can be immeasurable.

PLEASE TYPE OR PRINT LEGIBLY IN INK (TYPED APPLICATION PREFERRED)

Name: _____ Today's Date: _____

Class Year: FR SO JR SR GR Anticipated Graduation Date: _____ BSU ID Number: _____

Campus Address: _____

Street

City

State

Zip Code

Home Address: _____

Street

City

State

Zip Code

Cell Phone Number: _____

Preferred E-mail Address: _____

Major(s) _____ Minor(s) _____

Overall Grade Point Average (will be verified): _____

I want to be interviewed for the position of **GENERAL CHAIRMAN** YES NO

***The General Chairman is similar to the President of any organization. The General Chair will run and conduct meetings, is the spokesperson for the organization and is the overall leader of the group.*

Do you have any extended off-campus commitments this Spring or next Fall Semester? Yes No

If yes, explain _____

Please indicate your commitments during the spring and fall semesters.

1. **Employment** (Where, Hours Per Week) _____

2. **Student Organizations** (Names, Offices Held, Other Responsibilities) _____

3. **Please specify any other responsibilities you have, or intend to have, during the spring and fall semesters.**

Please feel free to attach a separate piece of paper with the following answers:

Why are you interested in being a member of the Homecoming Steering Committee?

What related experience do you have that qualifies you to be on the Homecoming Steering Committee?

Please list and briefly explain your ideas concerning Homecoming.

What areas or chairmanships most interest you on the committee (see attached descriptions)?

Please list three references.

Name

Relationship To You

Telephone

Email

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 Chairman – 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 help organize and assist in the execution of successful Homecoming events.

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

Awards & Judges Chairman – to select judges for all necessary Homecoming events; to coordinate and order all awards for Homecoming activities; to coordinate all judging activities for Homecoming.

Bed Race Chairman – to coordinate, plan, organize, and follow through all details related to the annual Homecoming Bed Race.

Community/Sponsorships Chairman – to contact and work with local merchants for the donation of prizes and sponsorship of events; to promote Homecoming enthusiasm in the community.

Executive Assistant – to serve as the Committee’s recording secretary; to assist the General Chairman in the execution of successful Homecoming events; to compile Ashley Award points (Homecoming “spirit competition”); to prepare a Homecoming scrapbook.

Faculty/Staff Chairman – to coordinate, plan, organize, and follow through all details related to the faculty and staff events (i.e. Faculty/Staff Breakfast Reception, Faculty/Staff Social); to organize and follow through all details related to the Faculty/Staff Royalty competition; to work with other chairmen for the participation of faculty and staff in the respective events (i.e., promotional packages, advanced ticket sales) and promote and follow through all details related to the Departmental Decorating Contest.

Student Organizations Chairman – to provide a Homecoming communication link to all student organizations; to solicit active participation from respective groups; to organize and follow through all details related to the Banner Decorating competition; to provide additional manpower and support to each activity planned; to provide input in the organizing and planning of special events of the week.

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

Publicity Chairman – to coordinate dissemination of news and publicity of all Homecoming activities (including information packets, news releases, and advertising); to coordinate all social media and technology efforts for the committee (i.e. facebook, twitter, and video).

Residence Hall Chairman – to provide a Homecoming communication link to all residence halls; to organize and follow through all details related to the Residence Hall Decorating Contest; to solicit active participation in Homecoming events from respective groups; to provide additional manpower and support to each activity planned; to provide input in the organizing and planning of special events for the week.

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

Special Events Chairman – to coordinate, plan, organize, and follow through special activities as determined by the committee.

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