## Beta Club 2016-2017 Officer Application

Name:
Total Years in National Senior Beta Club: $\qquad$
Current Grade Level: (circle one) SOPHOMORE JUNIOR SENIOR
Position you are applying for: (circle one)
PRESIDENT VICE-PRESIDENT SECRETERY TREASURER HISTORIAN MEDIA \& PUBLIC RELATIONS
$\qquad$ I have read and fully understand all the the duties that this position requires. (Please initial that you agree)
$\qquad$ I understand that as an officer, I will be required to attend the State Beta Club Convention to represent my school. (Please initial that you agree)

Please list other clubs or organizations of which you are a member: (Indicate beside each club if you are an officer and which office you hold.)
1.
3.
2.
4.

Please reread the following. Complete the spaces as indicated.
As a member of The National Beta Club, I, $\qquad$ , will follow the motto "To Lead By Serving Others." I am aware that I will be a representative of West Hall High School as well as The Beta Club and will represent the school as an ambassador of character and conduct. I agree to complete all requirements of membership in order to maintain an active status in the club. I am aware of the requirements of my position and I vow to fulfill them to the best of my ability.

In your opinion, what makes you a strong candidate for this position?

What leadership positions similar to this one have you held before? What were your strengths in that office? What were your weaknesses?
$\qquad$
$\qquad$
$\qquad$
$\qquad$
$\qquad$

What else should we know about you to consider when assigning these leadership positions? What do you bring to the table?

## Teacher Recommendations:

You need three strong recommendations to apply for one of these positions. Two must be from current teachers in which classes you sit. One may be from a former teacher, or other school employee who can vouch for your character or skills that will be required for a leadership position.

Recommendations will be done on-line. Ask the teacher you wish to put in a recommendation for you to either e-mail Mrs. Chittaro for the link to the form OR go to the WHHS Beta Club page and click on the link under the resource page entitled "Officer Recommendation Form". Write down on this application the three people you are requesting recommendation from.

Recommendation \#1: $\qquad$
Recommendation \#2: $\qquad$
Recommendation \#3: $\qquad$

## Description of Officer Positions:

## President:

- Lead meetings, induction ceremony, address club on major issues
- Work closely with the sponsors on club decisions (probations, dismissals)
- Lead executive committee concerning their duties
- Meet with Executive committee and sponsors monthly
- Attend Convention in March


## Vice-President:

- Attend all meetings, help support induction ceremony, fill in for President with their duties if they are unable to
- Work closely with the sponsors on club decisions (probations, dismissals)
- Coordinate and lead all team leaders
- Give guidance to your assigned team leaders, attend all team events
- Meet with Executive committee and sponsors monthly
- Attend Convention in March


## Secretary:

- Attend all meetings, help support induction ceremony, keep the executive committee up to date on all dates, times, specifics for activities
- Work closely with the sponsors on club decisions (probations, dismissals)
- Be a correspondent with the Historian and Media and Public Affairs Officer
- Work with the team secretaries to maintain records on hours earned, activities attended, and make-up services
- Give guidance to your assigned team leaders, attend all team events
- Meet with Executive committee and sponsors monthly
- Attend Convention in March


## Treasurer:

- Attend all meetings, help support induction ceremony,
- Work closely with the sponsors on club decisions (probations, dismissals)
- Work with team treasurers to maintain a club balance on moneys raised
- Give guidance to your assigned team leaders, attend all team events
- Meet with Executive committee and sponsors monthly
- Attend Convention in March


## Historian:

- Attend all meetings, help support induction ceremony,
- Work closely with the sponsors on club decisions (probations, dismissals)
- Work with team historians to maintain a record of all events - attendees, pictures, description of activity
- Give guidance to your assigned team leaders, attend all team events
- Meet with Executive committee and sponsors monthly
- Attend Convention in March
- Help create an end of the year scrapbook and an end of the year report about the year (active members, probation members, hours earned, activities served, total hours for career)


## Media \& Public Relations:

- Help maintain Weebly website, Twitter page, Instagram page, QR codes, etc.
- Be VERY familiar with these programs and social media
- Attend all meetings, help support induction ceremony
- Give guidance to your assigned team leaders, attend all team events
- Meet with Executive committee and sponsors monthly
- Attend Convention in March

