Alternative Break Leadership Board Application 2014-15

Return applications to the Center for Civic Engagement (Lightsey 203)
You will be asked to sign up for an interview upon submission of your application. Please come prepared with your availability for the 10am-12:30pm timeframe of Sunday, March 23rd.

Applications Due: Friday, March 21st at Noon
Interviews: Sunday, March 23rd
Alternative Break “Day-treat”: Sunday, April 6th 12pm-3pm

Alternative Spring Leadership Board Position Description

Leadership board members will be primarily responsible for supporting and guiding the Alternative Break program through training, outreach, and coordination of club logistics. 2014-15 will be a year of transition with Leadership Board members laying the ground work for future boards to assume more responsibility in the implementation of the Alternative Break program.

Each Leadership Board member will be required to complete 5 office hours per week in the Center for Civic Engagement in addition to attending a weekly Leadership Board planning meeting. Positions will be held for the duration of both fall 2014 and spring 2015 semesters.

In addition to the responsibilities specifically designated for each position, board members will be asked to periodically assist in the facilitation of training meetings, participant meetings, promotional events, etc.

Alternative Break Program Coordinator

Must have previous Site Leader experience, or be willing to lead a Fall Break Alternative Break.
- Responsible for facilitating weekly Leadership Board meetings.
- Serves in the traditional role of “president” and is responsible for coordinating all traditional club related responsibilities (i.e. attends Student Org. Summit, leads mission related conversations, etc.)
- Holds 1-on-1 accountability meetings with Leadership Board members twice per month.
- Serves as the primary liaison between board members and Center for Civic Engagement.
- Meets weekly with Assistant Director.

Site Leader Coordinator

Must have previous Site Leader experience. Encouraged to forego a site leader position for the 2014-15 academic year.
- Responsible for contacting and training site leaders.
- Updates the Site Leader Facebook page.
- Coordinates Site Leader weekend training retreat.
- Facilitates bi-weekly training meetings during the fall semester.
- Holds 1-on-1 accountability meetings each semester with the site leaders.
- Serves as the liaison between all site leaders and board members.
Participant Coordinator
*Must have previous Site Leader experience, or be willing to lead a Fall Break Alternative Break.* Responsible for maintaining communication between the board and Alternative Break participants.
- Manages Alternative Break participant records (i.e. spreadsheets, etc.)
- Updates the Participant Facebook page.
- Facilitates participant meetings in fall and spring semester (approximately 5 meetings per semester between spring, fall, and weekend breaks).
- Gathers documentation and paper work from participants (waivers, insurance cards, etc.)

Reorientation Chair
*Must have previous Alternative Break participant experience. Encouraged to forego a site leader position for the 2014-15 academic year.*
- Responsible for organizing Alternative Break events on campus (awareness events for social issues).
- Plans and implements Return and Reflect for both fall and spring semesters.
- Administers community impact assessments for community partners.
- Coordinates and maintains records for pre/post trip service community partners

Outreach & Development Chair
*Must have previous Alternative Break participant experience. Encouraged not to serve in the site leader role for the 2014-15 academic year.*
- Serves in the traditional role of “club treasurer” (applies for and maintains compliance with any funding procedures through SGA)
- Fosters relationships with other student groups on campus, as well as the Charleston community.
- Responsible for advertising Participant and Site Leader Applications, as well as Alternative Break events.
- Develops at least 2 program fundraisers each semester.
- Maintains records and assists in the promotion of any site leader coordinated fundraisers throughout the year

Interested in learning more about the responsibilities of the Leadership Board?
Attend our information sessions:

- Friday, March 14th at 12PM | Lightsey 203
- Wednesday, March 19th at 5pm | Lightsey 203

*Keep this document for your records*
Alternative Break Leadership Board Application 2014-15

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Full Name: ______________________________________________________________

   As it appears on your passport/driver’s license

Class:   Sophomore  Junior  Senior  Graduate Student

Academic major: ___________________________________________________________

Previous Alternative Break Trips: __________________________________________

Cell Number: ___________________________ Email: ___________________________  Student ID #: ___________________________

Dietary Restrictions: ______________________________________________________

Please explain any conflicts that would prevent you from filling a Leadership Board role for the duration of the 2014-15 academic year: _____________________________________________________________

Please attach a brief essay response to each of the following prompts:

1. Describe your previous experience with Alternative Break programs and your most meaningful AB memory.

2. What is your vision for the Alternative Break program in the 2014-15 and how would you work to achieve that vision through your role on the Leadership Board?

3. In your own words, please define the concept of active citizenship and how it applies to the Alternative Break experience.

4. Is there anything else you would like the selection committee to know?

Leadership Board Position Ranking:

Please rank ONLY the positions in which you are interested (1 most interested, etc). If interested in leading an experience over fall break in order to be eligible for a position, please indicate which fall break community (Asheville, Charleston, Atlanta) you would most like to serve.

___ Alternative Break Program Coordinator
___ Site Leader Coordinator
___ Participant Coordinator
___ Reorientation Chair
___ Outreach & Development Chair

Fall Break Community Interest (if applicable):

Asheville, NC   Charleston, SC   Atlanta, GA