

# University Union Board

## Homecoming Sub-chair Application

University Union Board is the primary programming board here at Western Illinois University that specializes in bringing diverse entertainment to campus. UUB is a university funded organization that is student run with the assistance of professional staff and two graduate advisors.

### Requirements:

- Minimum 2.5 GPA
- Be in Good Judicial Standing
- Attend Weekly Committee Meetings

Please return applications to the Office of Student Activities  
By 5 pm on Tuesday February 28, 2012.  
Interviews will be held March 1<sup>st</sup> and 2<sup>nd</sup>

You will be contacted with your interview time.  
Interviews will be approximately 15 minutes long.

If you have any questions contact:  
Andrew Bublitz at [AP-Bublitz@wiu.edu](mailto:AP-Bublitz@wiu.edu)  
Shannon Sniegolski at [SS-Sniegolski@wiu.edu](mailto:SS-Sniegolski@wiu.edu)

## Descriptions of Homecoming Positions

**Secretary(1):** Responsible for taking minutes at meetings, Design, update and publish the entries booklet. Receive and process all entries for all events. Work with the homecoming committee on ordering trophies for the events during the week. Compiles point totals along with confirming participation the week of Homecoming. Updates to the entries book will be made following Homecoming week, so this position requires a commitment after the completion of Homecoming events.

**Publicity(1-2):** In charge of publicizing Homecoming for the week through development of flyers, posters, table tents, buttons, and any additional promotion/publicity. The publicity chair will work with University Union Board Publicity Chair and OSA's Graphic Designer in designing a logo for Homecoming with help from the committee. Work with the Western Courier in an insert for homecoming and getting word to them about events for reporting.

**Royalty(1):** Coordinates all details relating to royalty candidate selection and elections. They are responsible for working with the court during homecoming week ensuring their involvement at events throughout the week. Responsible for ordering Royalty items such as sashes and flowers.

**Special Events(1-2):** Coordinate the following events: Dec the Campus, Spirit Day, Dec the Office, Paint the Town, and Purple and Gold Extravaganza. Work closely with different organizations including the Alumni House for Paint the Paws.

**Rocky's Regatta (boat races)(1):** Coordinate all details regarding the regatta. Arrange facilities with Macomb Park District, technical requirements with WESTEC, and safety with Western EMS.

**Variety Show(2):** Coordinate all events and details in relation to the variety show. Arrange all facilities and technical requirement with WESTEC, Assistant Director of Student Activities for Performing Arts, and the Athletics Department. Assist with booking the emcee for the show and making proper hospitality arrangements associated with the contract.

**Yell Like Hell(1-2):** Coordinate all events and details in relation to Yell Like Hell. Yell Like Hell chair works with the athletic department and WESTEC.

**Parade(2):** Coordinate all related items to the parade. The parade chair must work with Macomb Police, the Macomb community, OPS, and surrounding High Schools. Organize the parade route along with the lineup, which includes contacting all participating organization and outside participants. Secure judges for participating bands. Coordinate night before float inspections.

\*Numbers next to position indicate how many people will be chosen for that sub-committee

# Homecoming Application

Name: \_\_\_\_\_ WIU ID: \_\_\_\_\_

Local Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address \_\_\_\_\_@wiu.edu Major: \_\_\_\_\_

GPA: \_\_\_\_\_ (minimum 2.5 cumulative required)

Class: FR SO JR SR GR

**Please Rank your Top 5 Preferences for Chair Positions (rank from 1 to 5 with 1 being most interested):**

\_\_\_\_\_ Royalty(1) \_\_\_\_\_ Secretary(1)

\_\_\_\_\_ Special Events(2) \_\_\_\_\_ Publicity(1-2)

\_\_\_\_\_ Boat Regatta(1) \_\_\_\_\_ Parade(2)

\_\_\_\_\_ Variety Show(2) \_\_\_\_\_ Yell Like Hell(1-2)

\*Numbers next to position indicate how many people will be chosen for that sub-committee

**Please List all other time commitments for BOTH Spring '12 and Fall '12 Semester.**

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Each applicant will be required to interview for the desired position and will be asked specific questions about that position.

I understand if elected to a co-chair position for Homecoming 2012, I will respectfully decline any nominations to royalty. In addition I will not participate in homecoming through my respected organizations and keep an unbiased approach to all events.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## Essays

Please print legibly or type answers to these question

***What previous student leadership experience have you had? How might that aid you as a member of the homecoming committee?***

***What skills can you bring to the committee and how would the homecoming events benefit from them?***

***What is your favorite aspect of homecoming? What is a change that you would make to homecoming?***