Homecoming Co-Directors Application
University Union Board (UUB)
Homecoming 2015

Homecoming is an energizing week on Western Illinois University's campus that provides eight days of excitement and events. Homecoming week is a campus tradition in which the community partners with the student body to generate campus pride and healthy competition centered around a unique theme.

The Homecoming Co-Directors will also serve as a member of the University Union Board as 1 of 7 activities board chairs. The UUB is the primary programming board at WIU that specializes in bringing diverse entertainment to campus.

Requirements:

- Minimum 2.50 Cumulative GPA
- Be in Good Judicial Standing
- Leadership Experience*
- Facilitate Weekly Homecoming Committee Meetings
- Attend UUB Weekly Meetings on Monday’s at 7pm
- Hold 5 weekly office hours

*Leadership experience shall be defined as holding a position in any student organization at Western Illinois University.

Please return applications to the Office of Student Activities by 4:30 pm on Friday, November 7, 2014 and sign up for an interview time.

Interviews are approximately 20 minutes long and will be held on November 10, 12, and 13.

If you have any questions contact the Office of Student Activities at 309-298-3232 or e-mail Nick Katz at NB-Katz@wiu.edu.
Homecoming Co-Directors Application

As a Co-Director you will be the face of the Homecoming Committee and represent UUB throughout the week. You will attend weekly UUB meetings as well as hold weekly Homecoming meetings with the committee. You will work together to ensure that every aspect of the week is taken care of and running as planned. There are up to two (2) positions available for Homecoming Co-Directors.

Name: __________________________ WIU ID: ________________
Local Address: _________________ Phone: _________________
Email Address _________________ Major: _________________
GPA: ___________ (minimum 2.500 cumulative required)
Class (as of Spring 2015 semester): FR SO JR SR GR
# of Semesters at WIU: ________________

Please list all time commitments and student organization involvement (or positions held) for BOTH Spring ‘15 and Fall ‘15 Semesters. A separate page may be attached, if desired)

_________________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________
_________________________________________________________

If not selected as a Homecoming Co-Director, would you be interested in a committee position? If so, please rank your top 5 preferences from 1 to 5 with 1 being most interested):

___ Secretary ___ Publicity ___ Parade
___ Royalty ___ Special Events ___ Variety Show
___ Rocky’s Boat Regatta ___ Yell Like Hell

I understand if elected to the co-director position for Homecoming 2015, I give permission to the Office of Student Activities to check my GPA and judicial standing for the purpose of this position. I will respectively decline any nominations to royalty. I will additionally not participate in homecoming through my respected organizations and keep an unbiased approach to all events.

Signed: __________________________ Date: ________
In 1-3 pages, please type answers to the questions below and attach to the application:

1. Why do you want to be the Homecoming Chair? Please include any previous leadership experience that would help you be successful in this position.
2. What is your definition of tradition? What WIU tradition are you most passionate about?
3. What is your favorite homecoming event that you have participated in? Why?
4. If you could improve any aspect of Homecoming what would it be? Why?
Descriptions of Homecoming Positions

**Homecoming Co-Directors:** As Homecoming Co-Directors you will be the face of Homecoming and represent UUB throughout the week. You will attend weekly UUB meetings as well as hold Homecoming meetings with the sub-committee members. You will work together to ensure that every aspect of the week is taken care of and running as planned.

**Secretary:** Responsible for taking minutes at meetings, making a phone list of committee members, helping plan agendas for meeting. The secretary will also be creating the entries form as well as processing entries and compiling point totals during the week. Throughout Homecoming week, the secretary will keep up with Rock the Flag participation from competing teams. The secretary will also be in charge of editing the rules book and ordering trophies for the events during the week.

**Publicity:** 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. In addition, the publicity chair will also be in charge of creating and updating a social media campaign for Homecoming.

**Royalty:** 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:** Coordinate the following events: Dec the Campus, Spirit Game, Dec the Office, and Paint the Town. Work closely with different organizations including the Alumni House for Paint the Paws.

**Rocky’s Boat Regatta:** Coordinate all details regarding the regatta. Arrange facilities with Macomb Park District, technical requirements with WESTEC, and safety with Western EMS.

**Variety Show:** Coordinate all events and details in relation to the variety show. Arrange all facilities and technical requirement with WESTEC, and the Athletics Department. Assist with booking the emcee for the show and making proper hospitality arrangements associated with the contract.

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

**Parade:** 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.