**Beta Alpha Psi**

**2016-2017 Officer Application**

The purpose of this application is to give us a better understanding of your ability and desire to be involved in an officer or other leadership role in Beta Alpha Psi (BAP) next year. Before completing the application, please read the following information **carefully**.

**DIRECTIONS**

Please complete and return this application **as a PDF** with your current resume and unofficial transcript by Wednesday, March 16th. All documents need to be submitted to Deborah Medlar at **medlard@uw.edu**. Please note, even if you have submitted a resume and unofficial transcript previously, we need additional copies for this purpose.

**TIME COMMITMENTS THIS COMING YEAR**

**General Information**

As a leader of Beta Alpha Psi, your work will begin this year in **Summer Quarter 2016.** It is crucial that you are available during this time in order to successfully lead BAP in the 2016-2017 school year. Each leadership roles has different and specific duties and hours.

**Officer’s Retreat**

There will be a daylong officer’s retreat during the first part of Summer Quarter 2016. All officers will be expected to attend. It will serve as a first step in getting to know the other officers. In addition, officers will begin initial planning for the following school year.

**Kick-Off BBQ**

There will an evening kickoff BBQ in early September. All officers and leaders are required to attend.

**National Conference**

Select officers (based on positions) must be able to attend the national conference on August 4-6, 2016 in Baltimore, MD. Transportation, registration, and lodging fees will be provided\*. However, you must provide for your own meals.

*\*Subject to the discretion of the officer board, officers may be responsible for paying a portion of the registration fee.*

**BAP General and Officer Meetings**

As a Beta Alpha Psi Officer you will be expected to attend an officer meeting every two weeks, as well as, attend general BAP meetings. You will be able to provide your quarterly schedule and time conflicts to the executive committee who will take into consideration all time constraints and deem the best time(s) for officer meetings. Each officer is allowed one quarterly pass on a general meeting, but cannot apply this to an officer meeting.

**APPLICATION – please print clearly**

**General Information**

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cell phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you currently a returning member \_\_\_\_\_\_\_\_ or a New Candidate\_\_\_\_\_\_\_\_\_\_? (Check one)

**Aside from the position of President**, which position(s) are you interested in? You may list as many as you’d like. **Please note:** we will consider you for the position(s) you are most interested in, but due to the high number of applicants, frequently as many as 2/3rds of the applicants are assigned to a position other than their first choice. It is our personal experience that all leaders benefit and also flourish in other positions available within the organization. A list of officer positions and descriptions can be found at: <http://uwbbap.com/join-us/leadership-duties/>

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You will automatically be considered for the position of President unless you are absolutely sure you **DO NOT** want to be President. If you **DO NOT** want to be considered for President, please check this box.

**Availability for Crucial Events**

Will you be available to begin work for Beta Alpha Psi immediately? If not, please add an explanation.

Will you be a student, enrolled as a UW student AND on campus, during EACH quarter (autumn, winter, and spring quarter) in the upcoming school year? \_\_\_\_\_\_\_\_

If you will not be on campus any quarter, during which one(s) will you be absent? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you currently have a job while attending school? \_\_\_\_\_\_\_\_ If so, how many hours per week do you work? \_\_\_\_\_\_\_\_\_ Do you plan to work during the 2015-2016 school year? \_\_\_\_\_\_\_\_\_\_\_

How many hours per week do you plan on working and/or volunteering next year other than for Beta Alpha Psi? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Do you plan on applying for an internship scheduled for any time between now and the end of Spring Quarter 2016? If you obtain an internship, in which quarter, and for how many hours per week do you plan to work? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please discuss your BAP involvement up to this point. Which events have you been involved in? Have you been on any Committees or held office? Which ones?

Have you worked with any of the current officers on any BAP events or functions? If so, with whom and which events?

What are your plans for the summer? Will you be near campus? Will you be able to come to campus at least monthly? If not, how will you be able to communicate effectively with other officers?

Identify any potential time conflicts you may have with your time commitment to BAP. These would include family, other student organizations, work, athletic competitions, dedicated hobbies, and volunteer work for ANY charity. Include the hours per week you would be involved with these activities.

**Leadership:**

What past leadership experience have you had? (Non-BAP)

Why are you interested in a leadership role with BAP?

Is there anything else you would like us to know?

Thank you for completing the application. Please make sure you attach a copy of your current resume and unofficial transcript to this application before turning it in by March 16, 2016 to Deborah Medlar at [**medlard@uw.edu**](mailto:medlard@uw.edu).

In addition, please fill in the attached Interview Availability Form to show us your current availability for an interview during the week beginning on March 28, 2016.

**Application E-Signature**

Name\*: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Typing your name in this section has the same effect as a signature.

**For Officer Use Only**

Interview Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Interview Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Comments: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Leadership position assigned: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Interview Availability Form**

In order to ensure that the interview process best accommodates all applicants’ schedules, we ask that you indicate your availability to attend an on-campus interview on the days, and during the specific timeframes, listed below. We will use your availability listed on this form to schedule your interview during the week beginning

Please complete this form and return it with your application, current resume, and unofficial transcript by March 16, 2016.

|  |  |
| --- | --- |
| Monday, March 28th  11am – 1pm |  |
| Wednesday, March 30th  11am – 1pm |  |
| Friday, April 1st  11am – 4pm |  |
| Saturday, April 2nd  11am-4pm |  |
| Sunday, April 3rd  11am-2pm |  |