

Cabinet Application

Constitutional Duties

Please see the WSA Constitution at www.wsa.wmich.edu. Click on the "Structure" link on the left-hand side. To learn more, check out Section Four which outline the various standing committees of the cabinet.

What would be expected of me before the end of the semester?

- Work with the Chief of Operations to provide all contact information, summer availability to schedule a weekend retreat, your fall academic schedule, and office hours for the fall semester
- Become acclimated with the groupwise email system and the WSA offices (1113 Faunce)
- Begin drafting goals and proposals for your committee (which will be presented at the summer retreat)
- Create a tentative calendar of when you would like to hold events for the summer retreat
- Work with the President and Treasurer to develop desired committee budgets for 2008-2009
- Hold one 1-on-1 with Danielle and Andrew before summer break

Expected Commitments

- Do your absolute best to attend all sessions of the Senate and weekly cabinet meetings
- Be early to the WSA Senate (15-20 min early to greet senators & guests)
- Wear cabinet polo and name tag to each session of the Senate
- On occasion, post on your on-line positional blog
- Make an effort to attend 1 random RSO per week
- Maintain at least two-four office hours per week in Faunce
- Check email at least once every 24 hours during the school year
- Check email at least once per week during the summer and breaks
- Attend the Summer Cabinet Retreat
- Make a positional presentation at the retreat with your goals and expectations of the cabinet
- Meet once per month for a 1-on-1 with Danielle or Andrew
- Have fun! And be willing to give everything your best!
- The anticipated overall commitment per week will be approximately 7 hours

Please circle which position you are applying for:

Student Affairs IT-Coordinate Public Relations Political Affairs

Diversity Guidance Campus Concerns

Application Form

Name: -----

Preferred email: -----

Cell phone: -----

Are you currently on Facebook? Y or N

Do you have an AIM screen name? Y or N

If so, what is it? -----

Current address:

GPA: -----

Major/Minor: -----

From Sunday April 3rd to Tuesday April 8th, please indicate all the times you would be available for an appointment:

Years of experience in the WSA: -----

Current organizations you are affiliated with: -----

***If you are selected, you will be notified via email and phone by **Midnight on Tuesday April 8th**! If you are selected, we will attempt to have you confirmed by the Senate on Wednesday April 9th.

Checklist to apply

1) Briefly answer the following questions by Wednesday April 2nd and send to danielle.harik@wmich.edu:

- What past experiences do you feel have best prepared you for a role of this nature?
- What would be some major goals you have for the organization and the position?
- What would you consider your three major strengths & weaknesses to be?
- What sorts of commitments do you have planned for the 2008-2009 academic year?
- What is your leadership philosophy?

2) Attach an updated resume

3) Set up an appointment with Danielle and Andrew for sometime between Thursday April 3rd and Tuesday April 8th.

4) Prepare a brief presentation of plans you would hope to implement, if selected.

Feel free to email at danielle.harik@wmich.edu or call at 269-358-2006.
Thanks for your consideration!