

Western Panhellenic

Director Positions

Application Form 2020

**DUE: February 15, 2020**

This package contains position descriptions as well as a blank application form. Please submit your completed application form to your Panhellenic Delegate or email to info@uwosororities.com by *February 15, 2020*.

*The Constitution of the University of Western Ontario Panhellenic Council*

*Article V, Directors:*

The directors shall serve for a term of eleven months; the term of office to begin no later than one month after the Panhellenic Council Executives begin their term. Directors will be selected by application and interview by the Panhellenic Executive Board. The best candidate for the position will be selected, regardless of balance of chapter affiliation. Directors will serve as Recruitment Counsellors during Formal Recruitment. Directors in the UWO Panhellenic Council do not have voting privileges or involvement in Panhellenic operations processes.

**Director Responsibilities**

1. Director of Programming: This director is responsible for the planning and implementation of Panhellenic events, with necessary assistance from other council members. Events include but are not limited to; The Panhellenic councils Annual General Meeting (AGM) and the Panhellenic brunch. This director will arrange guest speakers or additional applicable programming for events. The Director of Programming will attend weekly Panhellenic meetings and assist other Panhellenic officers as needed throughout their term.

\**If applying for this position, please be prepared to present the council with a new event idea and corresponding plan you would wish to organize for the Panhellenic community.*

1. Director of Philanthropy: This director is responsible for the development of a Panhellenic philanthropic program including fundraising, events, and community service opportunities for the Panhellenic community and ensuring selected philanthropic causes are aligned with the member groups interests and values. The philanthropic plans should include only the Sororities at Western and be implemented during the Directors term in office. The Director of Philanthropy will attend weekly Panhellenic meetings and assist other Panhellenic officers as needed throughout their term.

\**If applying for this position, please be prepared to present the council with a philanthropic initiative you believe would be well suited for the Panhellenic community and a corresponding event idea.*

1. Director of Recruitment Counsellors: This director is responsible for assisting the Chief Recruitment Officer with the planning and implementation of Primary Recruitment, and will be responsible for the training and supervision of Recruitment Counsellors. The Director of Recruitment Counsellors will serve as the managing body for Recruitment Counsellors during Primary Recruitment. The Director of Recruitment Counsellors will attend weekly Panhellenic meetings and assist other Panhellenic officers as needed throughout their term.
2. Director of Social Media: This director is responsible for updating the Panhellenic Council’s social media accounts (Facebook, Twitter, and Instagram) regularly throughout the year. The Director of Social Media may also be responsible for working alongside the Director of Multimedia to update and maintain the www.uwosororities.com website. The Director of Social Media will attend weekly Panhellenic meetings and assist other Panhellenic officers as needed throughout their term.

*\*If applying for this position, please be prepared to present the council with a general outline of a social media plan you feel is appropriate and know you can implement during the year, as well as a vision board for the @uwosororities instagram account.*

1. Director of Multimedia: This director is responsible for Panhellenic multimedia content, including but not limited to promotional videos for Formal Recruitment. The Director of Multimedia will also be responsible for updating and maintaining the www.uwosororities.com website with assistance from the Director of Social Media. The Director of Multimedia will attend weekly Panhellenic meetings and assist other Panhellenic officers as needed throughout their term.

*\*If applying for this position, please be prepared to present the council with a video submission or idea you have created in the past.*

**Panhellenic Council Director Application**

Applicant Name:

Chapter Name:

Current School Year:

**Please number in order the positions you are interested in holding:**

\_\_\_ Director of Programming

\_\_\_ Director of Philanthropy

\_\_\_ Director of Recruitment Counsellors

\_\_\_ Director of Social Media

\_\_\_ Director of Multimedia

**Please note that you are not guaranteed your desired position. The UWO Panhellenic Council will take into consideration all your qualifications. Will you be willing to hold another office if presented with the opportunity to do so? Please circle one: Y / N**

**Are you currently holding a position within your Chapter? If so, please list:**

**List any other positions you have previously held within your chapter. Please include a point form list of your duties for each position:**

**Please list any past or present jobs or extra-curricular activities and your duties for each (where relevant):**

**So, how would these jobs, extra curriculars, current position in my chapter, and set of skills associated with all of that contribute to specific positions on Panhel?**

**Please list your strengths as they pertain to your desired positions:**

**Will you have access to Skype/Internet to attend regular meetings remotely over the summer?**

**Please circle one: Y / N**

**OPTIONAL: Recommendation letter attached. Please circle one: Y / N \***

**\*\*OPTIONAL Recommendation Letters are limited to one-page 250-word count. Only those written by a Chapter President, Chapter** **Advisor or International representative will be accepted**. **In submitting this application, you understand and accept the roles and responsibilities required of** **a member of the Panhellenic Council and confirm that you are in good standing with your chapter**.