

Planning Committee Application for the 8th Annual Public Affairs Week (PAW) September 13-17, 2010

Play a major role in one of the biggest student events of the year!

PAW planning committee will involve approximately 6- 8 hours per week in the spring semester. Planning for this event starts during the spring semester, continues through the summer and will require time in September. Please return your completed application to the Office of Student Activities (PSU 101) or through campus mail to Mary Ann Wood, Public Affairs Support Office (MCCE 309) by 5:00 p.m., Friday November 20, 2009. Interviews will be the first week of December.

Name: _____
Phone: _____

Major: _____
Email: _____

*Please attach all answers on a separate piece of paper, including a 1-page list of recent activities.

- 1.) What do you think of when you hear about Missouri State's "Public Affairs Mission" and the Public Affairs Theme for 2010-2011, "Leadership in a Global Society", and how does it apply to you?
- 2.) What past experiences have you had that will help you in the position you are applying for? (See below).
- 3.) Why are you applying for this position (see below), and what unique ideas do you have that might make it better?

Please number 1-5 (with 1 being your top choice) the areas you are most interested in chairing.

_____ **Overall Chair** -- Oversees all planning for the project. All chairs and committee members will report to the Overall Chair. Must be willing and able to dedicate appropriate amounts of time to the project and be available to committee members and advisory board. Will help each Chair with planning and direct the planning committee in tying the events to the Public Affairs theme for the year. Past planning experiences preferred.

_____ **Public Relations Chair/Student Activities Liaison** -- Chair works directly under the Overall Chair and supports all the other committee chairs. Serves as the public liaison for PAW, including but not limited to: Student Activities Council, Student Government, the campus community and the Springfield community. He/she must have exceptional communication, writing and organizational skills. Must be able to meet deadlines and work with the other chairs to promote the activities of the week. Knowledge of webpage design is helpful. Past public relations work is greatly desired.

_____ **Ethical Leadership/Citizenship Chair** -- Works to increase awareness of being better citizens through leadership and making a positive impact on the community. This person is responsible for Constitution Day events (Sept. 17). Past examples include Legislative Appreciation events, speaker panels, and voter registration drives.

_____ **Community Engagement Chair** -- Works to promote community service in all parts of the community. May work with Springfield community organizations to solicit involvement as appropriate. Will be responsible for coordinating kickoff event. Past examples include community art walks, local community booths, elementary school essay contests, a carnival, campus-wide service project/competition, food/clothing drive, and speakers.

_____ **Cultural Competency/Diversity Chair** -- Works with diverse groups to offer different perspectives on world cultures. Past examples include an Avenue of Flags procession, a global Market Village, and a benefit concert for world issues.

The examples given above are not an exhaustive list, but rather a place to help you start thinking about activities to accomplish these aspects of the Missouri State University Public Affairs Mission.