Student Volunteer Center
Leadership Application Packet

Due Wednesday, January 31, 2007 at 5:00 pm in 106 Student Center
January 8, 2007

Dear Applicant:

The University of Kentucky Student Volunteer Center is a student-driven program that is intended to foster the development of leaders who make a difference in their communities. Through a team of student volunteers and staff, services and programs are offered that afford University of Kentucky students, faculty, and staff the opportunity to use their talents and energy while helping others.

If you are applying for leadership positions within the Student Volunteer Center, you should first understand the commitment that each position requires. We ask that you thoroughly review the obligations of each position before applying. Attendance at retreats, meetings, and events designated by the Student Director of the SVC is required. The selection committee is looking for individuals that are strong leaders and can make their programs a top priority during the 2007 – 2008 school year. All positions are one-year commitments. Due to the extensive commitment that is required to effectively facilitate a volunteer program, program directors will be expected to devote significant time and energy to the Student Volunteer Center. The SVC encourages its directors to participate in other activities that will enrich their college experiences, but also requires that program directors treat this position as a top priority.

To apply, please read the descriptions of our programs and positions, and then rank the opportunities you would be most interested in on the application provided below. Completed applications should be turned in on Wednesday, January 31, 2007 at 5:00 pm in 106 Student Center. We look forward to receiving your application.

Sincerely,

Tara Bonistall, Director
Descriptions of Programs and Positions:

**Student Volunteer Center Director**
The SVC Director leads the Student Volunteer Center Board of Directors, acts as the liaison between the SVC and the UK and Lexington communities, and ensures that the SVC is achieving its vision and mission. This individual is expected to meet weekly with SVC staff and program directors, provide guidance and support for the Board of Directors, and continuously search for ways to better the Student Volunteer Center. The Director holds a minimum of eight office hours a week in the Student Volunteer Center and plans and leads weekly SVC Board meetings. It is the responsibility of the Student Director to lead the entire Volunteer Center, focusing on bettering the SVC, UK, and Lexington communities.

**Secretary / Historian**
The Secretary / Historian is responsible for collecting and maintaining all SVC materials and publications. This individual is also responsible for creating a scrapbook for the calendar year of the position, and therefore needs to collect pictures from all service projects and functions. This person also fulfills secretarial duties, including taking minutes and attendance at all SVC Board meetings and mandatory events, tracking volunteer hours, and maintaining contact sheets. The Historian is required to hold five office hours each week. This individual also maintains the SVC listserv and writes the weekly SVC Volunteer Opportunities Newsletter.

**Marketing Director**
The Marketing Director is responsible for all public relations, press releases, and promotional materials for the Student Volunteer Center. In addition, the Marketing Director is responsible for designing and implementing an advertising and marketing plan for the SVC, as well as purchasing promotional materials, brochures, signage, etc. The Marketing Director is expected to provide marketing for the overall SVC, as well as individual programs and events through the leadership of the Marketing Committee, providing each program with an individual marketing chair. The Marketing Director is required to hold five office hours each week.

**SVC Webmaster**
Maintain and improve the SVC website located at www.uksvc.org, as well individual program websites. The webmaster is required to hold five office hours each week, and to continuously update the website with pictures and events.

**DanceBlue Overall Chair**
DanceBlue is a year long fundraising event to benefit UK’s Children’s Cancer Clinic. The program culminates in a 24 hour no-sitting, no-sleeping dance marathon in February of each year. The Overall Chair of DanceBlue is responsible for the leadership of the entire event, supervising committee chairs and members. The DanceBlue overall chair will be selected through a separate application process in late March.

**FUSION Director**
FUSION is a large one-day community service project that takes place during Kentucky Welcome in August. Each year, approximately 1,000 students, faculty, and staff spend the day giving service at over 50 different project sites. The FUSION director is responsible for the leadership of the entire program, supervising committee chairs and members. The FUSION Director is expected to
maintain five office hours each week, and is required to be in Lexington during the summer. The FUSION director will be selected through a separate application process in April.

**Great Outdoors Director**
The Great Outdoors program focuses its efforts on environmental issues. Each year the Great Outdoors program coordinates service projects at sites such as Raven Run, McConnell Springs, Red River Gorge, and the UK Arboretum. The Director of Great Outdoors is responsible for the leadership of the program, recruiting volunteers, and coordinating volunteer activities. The Director is required to hold five office hours each week.

**Helping Hands Director**
Helping Hands focuses its efforts on the basic needs of people (food, clothing, and shelter). Each year, Helping Hands coordinates service projects at soup kitchens, shelters, and low-income neighborhoods in Lexington, working with agencies such as The Catholic Action Center and God's Pantry. The Director of Helping Hands is responsible for the leadership of the program, recruiting volunteers, and coordinating volunteer activities. The Director is required to hold five office hours each week.

**PLAY (Placing Leaders Around Youth) Director**
PLAY focuses its efforts on working with youth in the Lexington community. Each year PLAY coordinates service projects at elementary schools and after-school programs in Lexington. PLAY is currently involved in more than seven volunteer sites, with plans to further expand in the coming year. The Director of PLAY is responsible for the leadership of the program, recruiting volunteers, and coordinating volunteer activities. The Director is required to hold five office hours each week.

**Project Health Director**
The Project Health program focuses its service efforts on medical and health related issues. Each year Project Health coordinates service projects at hospitals, blood banks, and other health-related facilities in Lexington. This program attempts to link students with individual volunteer opportunities, as well as providing group projects for those interested in health related fields. The Director of Project Health is responsible for the leadership of the program, recruiting volunteers, and coordinating volunteer activities. The Director is required to hold five office hours each week.

**Special Events Director**
The Special Events program focuses on larger service events on campus such as Circle of Love (the annual holiday toy drive), the Homecoming Service Project, and the Volunteer Fair each semester. The Special Events Director is expected to execute events that are already planned, as well as to propose new events each semester. The Director of Special Events is responsible for the leadership of the program, recruiting volunteers, and coordinating volunteer activities. The Director is required to hold five office hours each week.

**STAG (Students Taking Action Globally)**
The STAG program focuses its efforts on educating students about global issues such as the HIV/AIDS epidemic, world hunger, and basic human rights. The STAG program works with the ONE Campaign and Invisible Children, and coordinates events such as hunger banquets. The Director of STAG is responsible for the leadership of the program, recruiting volunteers, and
coordinating volunteer activities. **The Director is required to hold five office hours each week.**

**Young At Heart Director**
The Young At Heart program focuses its efforts on serving the elderly community. Each year Young At Heart coordinates service projects at local assisted living centers, providing weekly volunteer opportunities for those interested in working with the elderly. In addition, Young At Heart coordinates an Adopt-A-Grandparent program. The Director of Young At Heart is responsible for the leadership of the program, recruiting volunteers, and coordinating volunteer activities. **The Director is required to hold five office hours each week.**

**Graphic Designer**
The Graphic Designer is responsible for designing publicity materials, such as posters, banners, and website graphics, for the overall SVC and individual programs. A computer with designing programs is provided in the SVC office. **The Graphic Designer is required to hold five office hours each week.**

**Required* Events for ALL Student Volunteer Center Leaders:**

**SVC IdeaSwap, UK: February 23 and 24, 2007**  
**Idealist Conference, Chicago: March 22 - 25, 2007**  
**Office of Student Involvement Retreat, UK: August 2 – 4, 2007**

*Due to the importance of each of these events, they are required for all members of the SVC leadership team. If you have a conflict with one of the above dates however, please explain on the application form and still apply for a position.*
Student Volunteer Center
Leadership Application

Due Wednesday, January 31, 2007 at 5:00 pm

Name:_____________________________________     Email:________________________________

Current Year (Fr, So, Jr, Sr, Grad St.): ___________     Current Phone #: _______________________

Current Address: ____________________________________________________________________
__________________________________________________________________________________

GPA:_________________________     Major:______________________________________________

Rank in order of preference ONLY the positions you’d be willing to accept:

_____ SVC Director      _____ P.L.A.Y. Director
_____ Secretary / Historian  _____ Project Health Director
_____ Marketing Director    _____ Special Events Director
_____ Webmaster      _____ STAG Director
_____ Great Outdoors Director  _____ Young At Heart Director
_____ Helping Hands Director  _____ Graphic Designer

Please return this application, along with typed answers to the following questions and a copy of your resume. Please limit your responses to 3 pages, double-spaced.

1. What past experience do you have with Community Service/Volunteerism? How will this experience help you in the position for which you have applied?
2. Why have you chosen to apply for the position(s) above? What ideas do you have for this position?
3. What plans do you have for the program(s) if you are selected as the Director?
4. Do you have any conflicts with the mandatory dates? Please explain.

By applying and signing my name to this application, I promise to accept and fulfill any position for which I have applied.

____________________________________________________          _________________________
Signature                                                                                                   Date

Applications are due to the Student Organizations Center (106 Student Center)
on Wednesday, January 31, 2007 at 5:00 pm.

How did you hear about the application process? ________________________________
Map to the Student Organizations Center

Student Organizations Center
University of Kentucky
106 Student Center
Lexington, KY 40506-0030
Office: 859-257-1109
www.uky.edu/studentactivities/StudentOrgs/