

Campus Life Leadership Program

Campus Corner Apartments, International Programs, Office of Diversity, Equity & Inclusion, and Student Life

Application Procedures:

Applications are due on April 16, 2018 to the Campus Life Office or Student Union Information Desk.

Campus Life Leadership Program grants are awarded on the basis of merit to individuals who will be Green River College students in the forthcoming academic year and have a demonstrated interest in student leadership.

Student Leaders for the 2018-2019 academic year must be accepted for enrollment at Green River College in the fall of 2018 as a full-time student. Each of the Campus Life Leadership Program grants may amount to over \$6,000 annually. Some positions may require non-paid spring leadership training will be held on Wednesday, June 13th, 2018 from 2 p.m. - 5 p.m. Mandatory full-time summer training will begin on August 27, 2018.

In order to ensure your application is complete and you move forward in the process, it is necessary that you complete the below steps. Any missing information will result in an incomplete application and will not be considered.

- Complete and sign the document entitled “Application for the Campus Life Leadership Programs,” and supporting information.
- Include resume that includes any pertinent work, volunteer, and leadership experiences.
- Complete and sign the back of the application. This includes the Affirmation for Candidacy and Release of Information.
- Make sure to complete the question on a separate sheet of paper in the “Applicant’s Essays” section.
- Attach a copy of your unofficial transcripts
- Using the enclosed forms entitled, “Student Leadership Reference Form,” secure letters of recommendation from three (3) different individuals. Please note that letters of recommendation will not be accepted from friends/relatives. Within that group of three, you should obtain one from each of the following:
 - an individual who can discuss your potential for leading a student program/activity;
 - an individual who can attest to your character and potential; and
 - a faculty member who can attest to your academic and leadership potential.

Once all of the above is completed, the interview and selection process may proceed as follows (depending on the position(s) you applied for, your interview and selection process may differ slightly.):

1. First interviews will be held between April 23 - May 2, 2018. Selections will be made on which applicants will be invited back to the final group interview. Not all applicants qualify for the final group interview. All applicants will be notified by mail regarding the outcome of the above-mentioned interview.
2. Second interview (group interview) will be held on Thursday, May 17 starting at 3 p.m. - 6 p.m.
3. Announcement letters notifying individuals of our hiring decisions will be made the week of May 25. I am looking forward to meeting you. Please stop by the Campus Life Office (SU-240) or email me at sgilmore@greenriver.edu if you have any additional questions.

All the Best,

Story Gilmore
Interim Director of Student Affairs, Leadership & Involvement



Application for the Campus Life Leadership Programs

Name: _____ Preferred name: _____

Gender Identity: _____

Mailing Address: _____

Phone Number: _____ Green River College Email: _____

Date of Birth: _____ Green River College Student ID#: _____

Please review this form to make sure you have answered all questions.

In completing and submitting my application and supporting information for these programs, I affirm that the preceding information is correct to the best of my knowledge. I further understand that this program provides employment for four weeks following Summer quarter and approximately fourteen hours (depending on position) of employment for thirty-three weeks during Fall, Winter, and Spring quarters. (Some positions require work during the breaks.)

Date

Signature

Privacy Act Advisory Statement

The Privacy Act of 1974 required that you be given certain information in connection with this request for information. Accordingly, pursuant to the requirements of the Act, please be advised:

1. The authority for the collection of this data is Public Law 93-64.
2. Furnishing the information required is voluntary.
3. The principal purpose(s) for which the data will be used is for the selection of Student Leaders.
4. Other routine uses of the data are for public affairs and includes press releases to news media.
5. Failure to complete the form will mean that you cannot be included among those applicants being considered for the CLEO Program.

Affirmation for Candidacy and Authorization for Release of Information

I, _____, understand that I am applying for the leadership programs for the _____ academic year. Permission is hereby given to officials of Green River College to release information provided by me for consideration in the leadership programs.

Date

Signature

If under 18, parent/guardian signature required:

Date

Signature

Leadership Program Descriptions

Student Activities Board (6 positions)

The Student Activities Board intends to further the cultural, educational, social, entertainment, and recreational needs of the students and campus community through providing campus-wide programs on and off campus. The Student Program Board shall be responsible for initiating, developing, and implementing a diverse event schedule, including annual events such as Welcome Day and Spring Fling. Student Activities Board intends to provide program planning skills, leadership experience, and interpersonal development for participating students.

Minimum GPA Requirement 2.75

International Student Ambassadors (6 positions)

International Student Ambassadors plan, promote, coordinate and assess CORE, Seattle Trips and Dessert Socials every quarter for the International Programs and Extended Learning Department (IPEL). The ambassador team members are required to attend and assist at all International Student Orientations (September, December, March and June). Additionally the ambassadors are also responsible for events related to the needs and interest of international students at Green River as well as activities identified by IPEL as needed; programs may include cultural, educational, recreational and social events, which may or may not take place on campus.

Minimum GPA Requirement 2.75

Resident Assistant (6 positions)

The Resident Assistant (R.A.) is a genuine, caring person committed to establishing and maintaining a positive living environment at the Campus Corner Apartments (CCA). The R.A. position is a 3 quarter (9 months) commitment with the possibility of Summer Quarter employment. R.A. responsibilities include: planning events for residents, enforcing CCA policies, answering resident questions, working in the CCA office, and participating in an evening on-call rotation with fellow R.As. A challenging and rewarding position, it is expected that any person who applies to be an R.A. be sincerely interested in learning new skills and creating a positive on-campus experience at Green River College.

Minimum GPA Requirement 2.75

ODEI Peer Navigators (8 positions)

Peer Navigators offer peer to peer: navigating, advising and mentorship services. Green River College prospective and current students can get assistance with: applying to Green River College, registering for classes, navigating the online Green River College website, receive feedback on academic courses and faculty, resources for personal and professional development, applying for FAFSA (Free Application for Federal Student Aid) and/or employment resources. Peer Navigators also help students by hosting multicultural study tables as a way to: build community, strengthen student access and retention efforts and closing the education gap for under-served and underrepresented communities. Lastly, Peer Navigators help provide bilingual services, bridge community resources for diverse populations on and off campus for student transition and success.

Minimum GPA Requirement 2.5

ODEI Office Assistants (4 positions)

Office Assistants are seated at the front desk office, managing front desk duties and offer students short-term referral services. Office Assistants provide: clerical work and exceptional customer service, translation services, connection to the Commencement Achievement Program and neighboring departmental and communal support. Office Assistants also help by spreading ODEI awareness through: campus visits/tours, classroom presentations, community workshops, initiating and implementing diversity events and activities. Lastly, Office Assistants primarily help with the book loan program, tracking numbers database, scheduling appointments, event reservations, monitoring online social mediums/the ODEI website, maintain and keep records of the bilingual service line, and front desk coverage.

Minimum GPA Requirement 2.0

Applicant Essay Required

The leadership programs are designed to provide opportunities for outstanding students to lead and direct Campus Life at Green River College. Campus Life at Green River College consists of Student Life, Inter-Collegiate Athletics, Intramurals, Clubs and Organizations, Student Communications (newspaper and radio station), Recreation, Student Activities (dances, concerts, festivals, community events), Performing Arts (drama and music) and Student Government, and the Office of Diversity, Equity, and Inclusion.

Please answer the following three questions with a minimum paragraph or maximum one-page-answer for each question.

1. Tell us about your background and the experiences you have had that has lead to your desire to seek a leadership role.
2. What does diversity, equity, and inclusion look like to you? How does it impact your life?
3. Describe an experience or activity you have been involved in and are proud of.

This document is available in alternative formats to individuals with disabilities by contacting Disability Support Services at 253-833-9111, ext. 2631; TTY 253-288-3359; or by email at dss@greenriver.edu.

Green River College is an equal opportunity educator and employer. Learn more at www.greenriver.edu/accessibility.

Student Leadership Reference Form

Applicants name: _____

The student named above has applied for consideration for a student leadership position. Selected candidates are eligible to earn approximately \$6,000 in grant money during the academic year. The grants are awarded based on their potential for leadership at Green River College. Your evaluation will become part of the applicant's confidential file, intended for use by the Review Committee. Thank you for agreeing to complete a reference form about the candidate. Please give us your appraisal of the applicant in terms of the qualities listed below.

REFERENCE FORMS ARE DUE in a signed and sealed envelope: Deadline is April 16, 2018 to the Campus Life Office (Student Union Building, Room 240) or return to the candidate.

Reference Name _____

Reference Position Title _____

Please select from the following trait list, the candidate's top 3 leadership skills.

Focus	Concern for others
Integrity	Maturity
Passionate	Initiative
Innovative	Leadership Potential
Authenticity	Dependability
Open-mindedness	Communication Skills
Positivity	Ability to work with others
Persistence	Integrity and Ethical Behavior
Honesty	Ability to give/receive constructive feedback
Creativity	Ability to work with diverse populations
Ability to manage time effectively	Other: _____

Please clarify why you chose the top three traits for the candidate:

Green River is a diverse community; we are looking for student leaders with a passion and commitment to diversity. Please provide some insight on the candidate's commitment to diversity:

Please feel free to add any additional comments, regarding the applicant's candidacy for a student leadership position.

Use the space below if you would like the committee to review any additional considerations.

I would...

Recommend

Recommend with reservation

Not recommend

Signature

Date

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