

ΦΘΚ
2011-12 Officer Application
Sigma Zeta Chapter

Name: _____ Date: _____

1. For which position are you applying?

- ☐ President-Elect: drafting agendas, take roll at meetings, chair bylaw committee
- ☐ Vice President (2): Choose the Position Focus:
 - ☐ Leadership and Fellowship
 - ☐ Scholarship and Service
- ☐ Communications Officer: types & distributes minutes, correspondence, newsletters, ads
- ☐ Treasurer: maintain financial records, report at each meeting, balance account, logistics

2. Why do you want to be an officer in Sigma Zeta chapter?

3. What skills or qualifications do you bring to the position?

4. What experience have you had in an organization?

5. What are your hobbies or interests?

6. Go to the current [Honors Program guide](http://www.ptk.org/honors/guide/). <http://www.ptk.org/honors/guide/> The chapter must focus many of the projects and activities on the Honors Study Topic. Follow the link and research the current topic. Choose a question within an issue to answer in 100-500 words. Please type your question and answer, attach a copy to this application.

7. What level are you working on in the individual 5-Star Competitive Edge program?

Candidate Applications are due by 5:00 May 16, 2011 to Helen Garrett in Building 3, Room 208.



2011-12 Officer Application Continued

The Sigma Zeta Chapter strives for strong representation on campus. For this reason, officers are required to make a time commitment to the chapter. This commitment involves meetings of 2-4 hours per week and 5 hours in the Phi Theta Kappa office in Building 17. The commitment may also involve physical labor and weekend or evening activities.

- Are you willing to dedicate the time necessary for Phi Theta Kappa activities and administration? **Yes** **No**

Although travel is not a requirement nor is it guaranteed, our officers have the opportunity to travel several times each year. Regular activities include:

- | | | |
|--------------------------|------------|--|
| <input type="checkbox"/> | Summer: | Semi-Annual Planning session |
| <input type="checkbox"/> | September: | Fall Waterway Cleanup (Fall Creek Park - Fall Creek, Ore.) |
| <input type="checkbox"/> | October: | Regional Leadership Conference (weekend in region) |
| <input type="checkbox"/> | November: | Regional Honors Institute (TBA) |
| <input type="checkbox"/> | December: | Hallmark Retreat (reflection & writing weekend during break) |
| <input type="checkbox"/> | Winter: | Semi-Annual Planning session |
| <input type="checkbox"/> | March: | Spring Waterway Cleanup (Fall Creek Park - Fall Creek, Ore.) |
| <input type="checkbox"/> | April: | International Conference (week long within the U.S.) |
| <input type="checkbox"/> | May: | Regional Awards Conference (weekend in region) |
| <input type="checkbox"/> | June | International Honors Institute (week long within the U.S.) |
| <input type="checkbox"/> | June | Tillamook Toolkit (regional event on the coast) |

- Are you able to travel to any of these activities? **Yes** **No**
Please check the trips you are available for. If none, please explain.

One of Phi Theta Kappa's hallmarks is Service, and we devote a large portion of our time to service projects. Here are some of our current service projects:

- | | |
|--------------------------|--|
| <input type="checkbox"/> | Better World Books (collecting textbooks) |
| <input type="checkbox"/> | Adopt-A-Road (cleaning the section of 30th Avenue in front of LCC quarterly) |
| <input type="checkbox"/> | Keep America Beautiful (other environmentally-friendly projects) |

- Are you willing to participate in these service projects? **Yes** **No**
Please check the trips you are available for. If none, please explain.

I certify that I have read and that I understand the following (initial each):

- | | |
|-------|--|
| _____ | Chapter Bylaws (http://lanecc.edu/ptk/board.html) |
| _____ | Chapter Officers' Code of Ethics (http://lanecc.edu/ptk/board.html) |
| _____ | International Constitution (http://www.ptk.org/supplies/constit.htm) |

Signature of Currently Enrolled Sigma Zeta Member

Date

Candidate Applications are due by 5:00 May 16, 2011 to Helen Garrett in Building 3, Room 208.