



APPLICATION FOR REGIONAL POSITION



This form is used to apply for a position on the Region 17 Regional Management Team or to indicate interest in participating on a regional committee. You can fill out this form electronically and return it via email or you can fill it out by hand (please print clearly) and return it via regular mail. (see return address on page 3) If you have questions, please contact Brenda Bernhardsson, Communications Coordinator, at elara@umich.edu or by phone at 734-428-0236.

Personal Data

Name: _____ Member #: _____

Primary Chapter: _____ Dual Chap/Reg#: _____

Address: _____ City/State/Zip: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email: _____ Fax #: _____

Sweet Adelines International Membership Data

How long have you been a member of Sweet Adelines International? _____

Service (within the last 10 years)

Chapter positions held:

<input type="checkbox"/> Board Member	<input type="checkbox"/> Communications	<input type="checkbox"/> Director	<input type="checkbox"/> Marketing
<input type="checkbox"/> Membership	<input type="checkbox"/> Music Staff	<input type="checkbox"/> PR Chair	<input type="checkbox"/> President/Team Leader
<input type="checkbox"/> Secretary	<input type="checkbox"/> Show Chair	<input type="checkbox"/> Treasurer	<input type="checkbox"/> Asst/Assoc Director
<input type="checkbox"/> Other (please list): _____			

Regional Positions: _____

International Positions: _____

Other: _____

Activity (within the last five years)

• Which international conventions have you attended? _____

• Which international education events have you attended? _____

• What regional competitions have you attended, and in what capacity (competitor, host, audience, etc...)? _____

- What regional educational events have you attended?

Education/Employment Data

List your education and/or formal training:

Currently Employed? Yes No Full time Part time

Current occupation: _____

Past occupation(s): _____

Qualifications Profile

Check any skills, strengths or experience that could be valuable to Region 17:

<input type="checkbox"/> Advertising/Mktg	<input type="checkbox"/> Contract Writing	<input type="checkbox"/> Database Mgmt	<input type="checkbox"/> Desktop Publishing
<input type="checkbox"/> Educ./Teaching Skills	<input type="checkbox"/> Event Planning	<input type="checkbox"/> Financial Mgmt/Acct.	<input type="checkbox"/> Legal/Paralegal
<input type="checkbox"/> Microsoft Office Skills	<input type="checkbox"/> Motivational Leader	<input type="checkbox"/> Negotiator	<input type="checkbox"/> Program Manager
<input type="checkbox"/> Public Relations	<input type="checkbox"/> Website Design	<input type="checkbox"/> Website Mgmt	<input type="checkbox"/> Writing Skills
<input type="checkbox"/> Others (please list): _____			

Please rank the following regional coordinator positions you are interested in holding (1 = highest priority, 8 = lowest priority):

<input type="checkbox"/> Communications/Tech	<input type="checkbox"/> Directors' Marketing	<input type="checkbox"/> Education Membership	<input type="checkbox"/> Events Team
<input type="checkbox"/> Finance			
<input type="checkbox"/> Associate Member			

If your preferred positions are not available at this time, or if you would prefer participating at a committee level, which committees/groups might you be interested in?

- Communications Committee** - Activities could include: database management, website management & design, newsletter publishing & design, article writing, regional directory maintenance, regional photographer, etc...
- Education Committee** – Activities could include: coordinators for: Administrative Education., Director Certification Program, Choreography Education, Arranger Education, Section Leader Education, Young Women in Harmony, PVI; Encore Club liaison, faculty liaison, quartet promotion, etc...
- Events Committee** – Activities could include: regional meeting activities such as coordination of rooms, name badges, luncheon tickets, equipment, on-site tasks, faculty liaison; work with the convention committee; etc...
- Membership Committee** – Activities could include: Angel Chorus coordinator, rookie coordinator, chapter liaison, chapter at large (CAL) liaison, work with prospective chapters, etc...
- Marketing Committee** – Activities could include: internal public relations, international advertising, external public relations, press release writing, Young Singers Foundation liaison, Spirit Team, etc...
- Ways and Means Committee** – Activities could include: create and manage new fundraising projects, assist chapters with proven fundraising ideas, etc...

References

Please list references who know you well enough to verify your qualifications. (Note: SAI staff cannot provide references.)

Name: _____ Relationship: _____
Email: _____ Phone: _____
Address: _____ City/State: _____

Name: _____ Relationship: _____
Email: _____ Phone: _____
Address: _____ City/State: _____

Name: _____ Relationship: _____
Email: _____ Phone: _____
Address: _____ City/State: _____

Do you have any other comments you'd like us to consider with your application? (optional)

Please return this form to: Brenda Bernhardsson, Communications Coordinator

If returning electronically, please attach and email to: elara@umich.edu

If returning manually, please print or type clearly and return via US mail to:

**Brenda Bernhardsson
15650 Below Rd.
Grass Lake, MI 49240**