

# **PRELAW STUDENT ASSOCIATION**

## **APPLICATION FOR 2017-2018 PRESIDENCY**

\*Application **AND RESUME** due by **March 25, 2017 at 6:00 PM**. Electronic copies are preferred and can be submitted via email to [juan@castanosfamily.com](mailto:juan@castanosfamily.com). If you prefer submitting a hard copy, please deliver to WSC 3328. No late applications will be considered.

\*TIP\* Have the resume editor at the Preprofessional Advisement Center edit your resume before submission ([ppaeditor@byu.edu](mailto:ppaeditor@byu.edu))

\*The 2017-2018 PLSA Presidency will serve from May 2017– April 2018, with official club activities beginning at the start of Fall semester. You must be currently enrolled at BYU during that time period to apply. If you are accepted on the board, you will be required to sign up for a 1.0 credit Fall and Winter course. The credit is graded and is based on your attendance at meetings and activities. The approximate time commitment to be on the board is 10-12 hours per month from August – April.

<b>Name:</b>	<b>Major:</b>
<b>Expected Date of Graduation:</b>	<b>Minor:</b>
<b>Phone:</b>	<b>GPA:</b>
<b>Email:</b>	<b>Current member of PLSA?</b>

Please attach a separate page answering the following questions:

1. For which position in the PLSA Presidency would you like to be considered? (Officer responsibility descriptions are listed on the next page). Please list your preference of positions in order.
2. Why are you qualified to serve in the PLSA Presidency? What unique qualities and skills do you feel you could contribute (i.e. marketing, technology, fundraising, etc.)?
3. What are some ideas you have for activities next year?
4. Being a member of the PLSA Presidency requires a significant time commitment. Presidency members are required to attend all board meetings and all activities. If accepted, will you commit to attend all meetings and activities?
5. If chosen for a Presidency position, will you commit to registering for 1.0 graded credit fall and winter of the 2017-2018 academic year?

**Thank you for your application. Please do not forget to attach a resume with this application! We will email out all decisions by Friday, April 1, 2017.**

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## **OFFICER RESPONSIBILITY DESCRIPTIONS**

**President:** The President is responsible for overseeing the function of all aspects the club. He or she is also responsible for creating committees and motivating student members in an effective way. When a task hasn't been completed, the President must effectively motivate students into action. The ability to delegate, coordinate, and facilitate is key to what the President does. The President is the leader of the club and sees every idea, initiative, and event from start to finish. Strong candidates will have exceptional skills in time management, organization, problem solving, reasoning, creativity, and interpersonal relations.

**Vice President:** The Vice President shares in all responsibilities with the President and also oversees the clubs budget and expenditures. His

**VP of Operations:** The VP of Operations is primarily responsible for directing meetings, planning events, and working closely with the president on club management. The VP of Operations is tasked with the responsibility of logistically making the club a success. He or she will be responsible for overseeing and coordinating all club events and operations and for handling any obstacles that arise during the process. Strong candidates will be expert organizers, exceptional problem solvers, and will be great working with people.

**VP of Marketing:** The VP of Marketing is primarily responsible for developing and implementing strategic marketing plans and overseeing club advertising. The VP of Marketing is also responsible for managing and directing a marketing committee and motivating students in that committee to complete tasks. He or she is responsible for creating content for and managing all club social media accounts and works closely with the President and the VP of Membership on club communications and strategy. Strong candidates will be innovative and creative and will have exceptional communications, critical thinking, project management, organizational, and teamwork skills.

**VP of Membership:** The VP of Membership is primarily the liaison between the Presidency and club members and is responsible for recruiting new members and communicating with current members. He or she will communicate information about events, deadlines, and other related Prelaw information. The VP of Membership works closely with the President on club management and makes recommendations based on member feedback. Strong candidates will have exceptional interpersonal, teamwork, communication, and management skills.

**Vice President of Events:** The Vice President of Events is responsible for campus scheduling as well as ensuring that all planned events run smoothly.

**Vice President of Communications:** The VP of marketing is primarily responsible to aid the PLSA in its effort to reach out to both members of the association and potential members alike. These efforts include informing the aforementioned about upcoming activities, membership benefits, and the overall advantages being a member of the PLSA provides. Tactics employed in this job will include campus-wide advertising, social media, and more.