

**Sample B—Application For Regional Position
Personal Data**

Information from this form will be used to create candidate biographical information.

Region # _____ ID Code # _____

Name _____ Member # _____

Chapter/Region _____

Address _____

City/State/Zip/Country _____

Home Phone _____ Work Phone _____

Fax _____ Email _____

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: Board Member Communications Director
- Marketing Membership Music Staff PR Chair
- President/
Team Leader Secretary Show Chair Treasurer

Other:

- Competition Coordinator Chapter Coordinator Class Facilitator
- Coach Comm./Tech. Coordinator Communications Coordinator
- Chair of Regional Convention Directors' Coordinator Education Coordinator
- Events Coordinator Facilities Coordinator Finance Coordinator
- Marketing Coordinator Membership Coordinator Mkt./Member Coordinator
- Newsletter Editor PR Chair Secretary
- Teacher Team Coordinator Treasurer

Regional positions: _____

Other: _____

Five significant leadership roles held in Sweet Adelines: _____

International positions: Arranger Committee Chair Committee Member
 Faculty Judge International Board
 Panel Secretary

Other: _____

Activity (within the last five years)

- How many international conventions have you attended? _____
- What international education events have you attended? _____
- How many regional competitions have you attended? _____
 In what capacity (competing chorus, host, audience, etc.)
- What regional educational events have you attended? _____

Education/Employment Data

List education/training _____

Employment: No Yes
 Full-time Part-time

Occupation: _____

Past occupation(s): _____

Qualifications Profile

Check skills, strengths, or experiences that would be valuable to your region:

<input type="checkbox"/> Accounting/Bookkeeping	<input type="checkbox"/> Advertising/Marketing
<input type="checkbox"/> Central Mailing	<input type="checkbox"/> Computer Skills
<input type="checkbox"/> Contract Writing	<input type="checkbox"/> Convention Planning
<input type="checkbox"/> Desktop Publishing	<input type="checkbox"/> Education
<input type="checkbox"/> Financial Management	<input type="checkbox"/> Legal/Paralegal
<input type="checkbox"/> Motivational Leader	<input type="checkbox"/> Negotiator
<input type="checkbox"/> Program Manager	<input type="checkbox"/> Public Relations
<input type="checkbox"/> Workshop Planning	<input type="checkbox"/> Writing Skills
<input type="checkbox"/> Other _____	

When asked to volunteer, do you prefer positions that are:

<input type="checkbox"/> Short-term	<input type="checkbox"/> Long-term	<input type="checkbox"/> Working on-site
<input type="checkbox"/> Working at home	<input type="checkbox"/> Well-defined	<input type="checkbox"/> Open-ended
<input type="checkbox"/> Group work	<input type="checkbox"/> Working alone	<input type="checkbox"/> Product-oriented
<input type="checkbox"/> Concept-oriented	<input type="checkbox"/> Chair	<input type="checkbox"/> Committee member

If you are not interested in a position on the regional management team, move on to Regional Committee Activity Possibilities section of this form.

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

- | | |
|---|---|
| <input type="checkbox"/> Communications Coordinator | <input type="checkbox"/> Directors' Coordinator |
| <input type="checkbox"/> Education Coordinator | <input type="checkbox"/> Events Coordinator |
| <input type="checkbox"/> Finance Coordinator | <input type="checkbox"/> Marketing Coordinator |
| <input type="checkbox"/> Membership Coordinator | <input type="checkbox"/> Team Coordinator |

Please complete a statement (50 words or fewer) that describes why you are seeking a position on the Regional Management Team: _____

References

Please list references who know you well enough to verify your qualifications. (Note: international headquarters staff are not eligible to provide references.)

Name
 Phone
 Address
 City/State/Province/Zip/Country

Name
 Phone
 Address
 City/State/Province/Zip/Country

Name
 Phone
 Address
 City/State/Province/Zip/Country

Regional Committee Activity Possibilities

Below is a list of the chair, coordinator, event, resource, and committee positions currently functioning in the region. Please read the list carefully and indicate your preferences.

- | | |
|---|---|
| <input type="checkbox"/> Arrangers' Coordinator | <input type="checkbox"/> Bylaws and Rules |
| <input type="checkbox"/> CAL Liaison | <input type="checkbox"/> Central Duplicating |
| <input type="checkbox"/> Chair of Regional Convention | <input type="checkbox"/> Coaching/Faculty |
| <input type="checkbox"/> Convention Steering Committee | <input type="checkbox"/> Database Coordinator |
| <input type="checkbox"/> Director Certification Program Coordinator | <input type="checkbox"/> Education Resource/Direction
Committee |
| <input type="checkbox"/> External Public Relations | <input type="checkbox"/> Faculty/Director Training Coordinator |
| <input type="checkbox"/> Fundraising Coordinator | <input type="checkbox"/> Harmony Emporium |
| <input type="checkbox"/> Historian | <input type="checkbox"/> Internal Public Relations |
| <input type="checkbox"/> Leadership Workshop | <input type="checkbox"/> Membership Resource/Direction
Committee |
| <input type="checkbox"/> Newsletter Editor | <input type="checkbox"/> Outside Sales |
| <input type="checkbox"/> Pep Rally Coordinator | <input type="checkbox"/> Quartet Activities Coordinator |
| <input type="checkbox"/> Regional Directory Coordinator | <input type="checkbox"/> Regional Library Coordinator |
| <input type="checkbox"/> Regional Scheduling Coordinator | <input type="checkbox"/> Site Selection Team |
| <input type="checkbox"/> Summer Enrichment Time | <input type="checkbox"/> Treasurer |
| <input type="checkbox"/> Young Women in Harmony Coordinator | |

Workshop Steering Committees:

- Area School Coordinator
- Leadership Workshop
- Other Workshops
- Summer Enrichment Time

Return to Chair, Nominating Committee, Region #