

**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 Deb Ferenc, Team Coordinator (debbersings@gmail.com)

**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:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Board Member |  | Communications |  | Director |  | Marketing |
|  | Membership |  | Music Staff |  | PR Chair |  | President/Team Leader |
|  | Secretary |  | Show Chair |  | Treasurer |  | Asst/Assoc Director |
|  | 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…)?
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|  |
|  |
| * 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:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Advertising/Mktg |  | Contract Writing |  | Database Mgmt |  | Desktop Publishing |
|  | Educ./Teaching Skills |  | Event Planning |  | Financial Mgmt/Acct. |  | Legal/Paralegal |
|  | Microsoft Office Skills |  | Motivational Leader |  | Negotiator |  | Program Manager |
|  | Public Relations |  | Website Design |  | Website Mgmt |  | Writing Skills |
|  | Others (please list): |  |
|  |

Please rank the following regional coordinator positions you are interested in holding

(1 = highest priority, 8 = lowest priority):

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Communications/Tech |  | Directors’ |  | Education |  | Events |
|  | Finance |  | Marketing |  | Membership |  | Team |
|  | Associate Member  |  |  |  |  |  |  |

**RMT Member terms are for two (2) years:**

**Term starts in even years**: Communications, Education, Membership, Team (2-year terms)

**Term starts in odd years**: Directors, Events, Finance, Marketing (2-year terms)

**RMT Associate Member terms are for one (1) year**

**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: Sherry Berkley, Communications Coordinator; Nominating Committee Chair**

If returning electronically, please attach and email to: Sherry Berkley

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

 **Sherry Berkley**

 **19465 Haviland Drive**

 **South Bend, IN 46637**