

# Society of Professional Journalists

- executive board application -

I am applying for...

- President** - Shall be the presiding officer and shall administer all business of the society as provided for by the SPJ national bylaws. He/she will also be in-charge of planning chapter programs, responsible for the mentoring program, and will only participate in chapter votes in the event of a tie.
- Vice President** - Shall perform the duties of the president in their absence, assist in coordinating functions of the organization and be in charge of membership activities in conjunction with the president.
- Secretary** - Shall serve as corresponding and recording secretary, keeping minutes of all meetings and contact with members and alumni members through email. Also responsible for updating the website and social media, in conjunction with other officers.
- Treasurer** - Shall be the coordinator of the chapter's monetary funds, collecting dues, handling financial transactions and maintain record of the finances of the mentoring program.

**Answer the following questions in two to three sentences.**

Why are you applying for the position you checked above?

Describe your interest in journalism (i.e. I plan to pursue it as a career, it's a hobby, etc.).

What plans or ideas do you have for the position you chose, or for the organization in general?

Why do you think you're a qualified candidate for the position?

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applicant signature

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date