

Wake 'N Shake 2012 Executive Committee Chair Application

Please return completed application to Benson 317, email to fergal8@wfu.edu or borrg8@wfu.edu, or submit to wakenshake.com no later than 4:00pm on Thursday, September 15, 2011.

Community Relations

- Maintaining contact with Wake Forest Baptist Medical Center
- Scheduling testimonials from those effected by cancer for the event
- Reaching out to the Winston-Salem community for event sponsorship

Donations

- Learning and implementing database software system for the Wake 'N Shake website (some software experience preferred, but not required)
- Managing volunteer applications and dancer information
- Ensuring registration payment and donations are received in a timely manner

Entertainment

- Booking entertainers (band, DJ, inflatables, student groups, etc.)
- Creating games and contests for participants at the event
- MC the event while ensuring dancers are entertained at all times

Facilities and Decorations

- Booking gymnasium and necessary materials for use at the event
- Designing theme related logos and banners
- Decorating/setting up the venue, for the day of the event

Hospitality

- Contacting local restaurants to obtain food and beverage donations for two meals
- Working in cooperation with Aramark to organize and plan one meal
- Planning and budgeting funds for event purchases

Marketing

- Creating a marketing campaign to recruits dancers
- Making and distributing flyers/banners/posters/paraphernalia for advertisement
- Organizing preliminary awareness events (pit events, freshman dorm storms, etc.)
- Informing campus of what entertainment, prizes, etc. will be at the event

Morale Coordinator

- Mixing Morale song and creating and teaching the Morale dance to the Morale Committee and dancers
- Generating enthusiasm at all times during the event
- Organizing the prize giveaways and purchasing all prizes

All Executive Committee members are responsible for casting the vision of Wake 'N Shake and working together with their fellow chairs to ensure a successful and unified event. Each executive member will also be in charge of leading a committee of students in order to accomplish what is necessary for his or her position. **You will be expected to attend a one hour meeting once a week at a time TBA.** Additional meetings will be required closer to the time of the event in the spring semester. This is a large time commitment, and dedication to the event must be a priority. Wake 'N Shake is a unique student initiative that cultivates leadership and creativity amongst all Executive members. We look forward to creating a successful event with a board of great student leaders.

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Name: _____ Year: _____ Major: _____ Email: _____

Rank the positions from 1-8 beside the committees listed on the first page. 1 = First Choice, 2 = Second Choice, so on.

Have you participated in Wake 'N Shake before? If yes, what was your involvement?

What qualities do you possess that make you a good candidate for the Executive Committee? Feel free to use examples from previous leadership experience.

What are your expected extra-curricular activities for the 2010-2011 academic year?

We are always seeking innovative ideas to improve the event. What changes/improvements would you recommend for the event?

Why is Wake 'N Shake important to you?

