

## **2018 “The Big EVENT”** **Site Leader Application**

*MTSU’s BIG Event is the largest one-day community service project that students across the nation participate in. We want to make this year BIGGER than ever, so we are partnering with Rutherford County’s United Way. Last year, we had great participation and we hope this year will be better than ever.*

Thank you for your interest in becoming a 2018 BIG EVENT Site Leader. The success of each site depends heavily upon the quality of its leaders. In fact, strong Site Leaders ensure the success and effectiveness of the program as a whole. It is the responsibility of Site Leaders to coordinate all on-site activities, communicate and connect with the agency’s contact person, and ultimately guide the group through a day of intense and rewarding service learning and involvement.

Site Leaders will be take part in planning, connecting, and coordinating the BIG EVENT with the Philanthropic Coordinator. While preliminary plans are underway, site leaders will take a leadership role in securing specific instructions from agencies, planning transportation and organizing service opportunities.

Site Leaders will be assigned locations in the Murfreesboro and close surrounding area. We are looking for a Site Leader who is excited about the opportunity to serve and willing to go to any location as needed.

Strong leadership skills, the ability to work well with others, and a commitment to service are essential traits for Site Leaders. Site leadership is an intense commitment that begins long before the BIG EVENT.

\*\*\*The Student Government Association and the Center for Student Involvement and Leadership has a strict no alcohol / no drugs policy that prohibits alcohol or drug consumption by any BIG EVENT participant during the event as well as during travel to and from sites. Alcohol or drug use presents a major liability to the program and is inappropriate when dealing with sensitive social issues. Site Leader support of the alcohol policy is essential for a safe and socially aware BIG EVENT experience.

\*\*\*Please take time when filling out your application as we read them thoroughly, and please write legibly or type your responses. Your application will help create a picture of your leadership style and provide a basis for discussion during your interview. We will consider submitted essays, interviews, specific interests, and qualifications as we choose the 2018 BIG EVENT Site Leader. We appreciate your interest in the BIG EVENT and look forward to meeting you.

**All Site Leader Applications are due by 4:00 p.m. on Wednesday, February 21, 2018 in the Center for Student Involvement and Leadership office, STU 330.**

**\*\*\*Please sign up for an interview time when you submit your application.\*\*\***

If you have any questions, please contact Chloe Brandon, SGA Philanthropic Coordinator, at sgaphil@mtsu.edu or the Office of Leadership and Service at (615) 898-5812.

# Site Leader Application

Due to the CSIL Office (STU 330)  
by 4:00 p.m. on Wednesday, February 21, 2018

Name: \_\_\_\_\_

M#: \_\_\_\_\_

MTSU Box Number: \_\_\_\_\_

Phone Number: \_\_\_\_\_

MTSU E-mail: \_\_\_\_\_

Major: \_\_\_\_\_

Hometown: \_\_\_\_\_

Campus Organizations and Work Commitments:

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Previous Community Service Experience: \_\_\_\_\_

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T-Shirt Size (S, M, L, XL)

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If you have any questions, please contact Chloe Brandon, SGA Philanthropic Coordinator, at [sgaphil@mtsu.edu](mailto:sgaphil@mtsu.edu) or the Office of Leadership and Service at (615) 898-5812.

Year:

\_\_\_\_ Freshman

\_\_\_\_ Sophomore

\_\_\_\_ Junior

\_\_\_\_ Senior

Gender:

\_\_\_\_ Male

\_\_\_\_ Female

## Questions

Please take your time answering the following questions. This application is a very important part of the selection process so include thoughtful, reflective responses. Please type your responses and attach the additional pages to the back. Remember, your answers are to be confidential so do not put your name on these additional pages.

1. What skills, abilities, and experiences do you possess that will enhance your ability to lead a Big Event site? What skills do you hope to gain in this leadership position?
2. What does quality community service mean to you?
3. What is your definition of leadership? What is your leadership style? What are your strengths and weaknesses?
4. Please describe one leadership experience that you have had, and share a success story and one mistake that you made.
5. Please represent your philosophy of life to us. Feel free to use any format you would like. Be creative. This question is to give us a better picture of who you are. Have fun with this.
6. What is one thing you think needs to happen with the group before the trip to make it a success?

\*\*\* Please attach a copy of your resume.

If you have any questions, please contact Chloe Brandon, SGA Philanthropic Coordinator, at [sgaphil@mtsu.edu](mailto:sgaphil@mtsu.edu) or the Office of Leadership and Service at (615) 898-5812.

## **2018 BIG EVENT Site Leader Reference**

Name of Reference: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Relationship: \_\_\_\_\_

You have been selected as a reference by the applicant listed above, who is applying to be a site leader for the 2018 BIG EVENT. The BIG EVENT is in the month of April when students are able to come together from all over campus to give back to the community. MTSU's BIG Event is the largest one-day community service project students across the nation participate in. We want to make this year BIGGER than ever so we are partnering with United Way. Last year, we had great participation and we hope this year will be better than ever. They are also going to an area that may not be familiar to them, and they will need to be sensitive to different cultures and conditions. The Site Leader will be responsible for assisting in planning, coordinating, and connecting with agencies for the BIG EVENT. A Site Leader should be responsible, organized, able to work well with others, and enthusiastic about service!

Thank you for taking the time to complete the form. Your input is greatly appreciated. This form, along with the application, is due to the CSIL Office (STU 330) by **Wednesday,**

**February 21<sup>st</sup> at 4:00pm.**

If you have any questions, please contact Chloe Brandon, SGA Philanthropic Coordinator, at [sgaphil@mtsu.edu](mailto:sgaphil@mtsu.edu) or the Office of Leadership and Service at (615) 898-5812.

Name of Applicant: \_\_\_\_\_

What are your personal insights and general comments regarding the applicant?

How does this candidate relate to others in a social and/or work related setting?

Would you select this student to participate in the BIG EVENT as a site leader? Yes or No

How long have you known the applicant? \_\_\_\_\_

\_\_\_\_\_  
Signature of Person Completing Reference

\_\_\_\_\_  
Date

This recommendation will be used only by the BIG EVENT personnel and solely for the selection process for the 2018 BIG EVENT. The applicant does have the right to review this recommendation unless he/she has waived his/her rights of access.

Applicant: Please complete the following:

\_\_\_\_\_ I do waive my right of access to review the complete reference form.

\_\_\_\_\_ I do not waive my right of access, therefore I may review the completed reference form.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

If you have any questions, please contact Chloe Brandon, SGA Philanthropic Coordinator, at sgaphil@mtsu.edu or the Office of Leadership and Service at (615) 898-5812.