**K-T District Bulletin Editor Application**

Hello!

Thank you for showing an interest in being a leader on the 2020-2021 K-T board!

The application for **Bulletin Editor** is attached. Google Docs will be the most convenient method of completing your application. Please read through the duties and commitments carefully to ensure that you can be present for all of the dates listed.

 I hope you will keep all of Key Club's core values in mind—leadership, character building, caring, and inclusiveness—and ask yourself why you want to serve on the K-T board. All applications are **due Friday, April 3rd at 3 pm*/CST*, 4 pm*/EST***. After you complete and submit your application, I will contact you about scheduling a phone interview with the executive board memberswhich will be held between **April 5 - April 10**. Please send the completed application to lexi@ktkey.org.

 I look forward to receiving your applications and possibly serving alongside you! Once again, thank you for your interest in being a part of the 2020-2021 K-T board! Best of luck!

Yours truly,

Lexi Evans

K-T District Governor

**Duties of Bulletin Editor:**

· Compile and distribute 4 copies (one every 2 months) of the K-T Key outlining individual club, division, and district-wide news.

· Attend the District Bulletin Editors Workshop at International Convention.

· Work closely with Lieutenant Governors as they compile their newsletters for news from the individual divisions.

· Distribute 7 pieces of correspondences to board members (newsletters, memos, reports)

· Help manage the district website by serving as a student webmaster and coordinate technology needs alongside Mr. Hillhouse (Kiwanian Webmaster).

· Seek to find articles and newsworthy stories that would interest the district and benefit the readers of the K-T Key.

· Keep in touch with clubs, board members, advisors, and officers.

· Attend all board meetings.

· Serve as chair for the technology committee and work to add info/project ideas on international projects to the website.

· Be an example to your home, school, and community and act in a manner that will exemplify the core values of Key Club and the K-T District.

· Be an active member of your local club and perform at least 50 hours of service.

 **Board Meeting Dates:**

\*Denotes optional meeting attendance

1. Spring Board Meeting (To Be Determined)
2. \*International Convention (June 28-July 6, 2020, San Francisco, CA)
3. Summer Board Meeting (July 10-12, 2020, Knoxville, TN)
4. \*Fall Rally (October 17th, 2020, Pigeon Forge/Dollywood)
5. Winter Board Meeting (November 20-22, 2020, Gatlinburg, TN)
6. Convention Board Meeting (March 18th, 2021, Gatlinburg, TN)
7. District Convention (March 19-21, 2021, Gatlinburg, TN)

**Contact Information**

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

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School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Advisor Contact Information**

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

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**General Information**

Age: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gender: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Grade: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Years in Key Club: \_\_\_\_\_\_\_ years

Offices held in Key Club (include both club and district): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Other extracurricular activities **(please list top 5 and include office positions**):

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2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
4. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
5. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1.) Why do you feel you are qualified for this position?

2.) What experience have you had in leadership and how do you believe it will help you fulfill your duties if appointed to this position?

3.) Describe the impact that Key Club has had on you.

4.) If appointed this position, what would you like to do while you are in office?

5.) How have you, as an individual, made a difference in your home club and/or community?

6.) If any, What technological skills do you have and how can it be used throughout your term?

7.) If any, what are some things I should know that were not noted in the questions above?