

MLK, JR.

COMMEMORATION

The 2017 Martin Luther King, Jr. Commemoration Student Planning Committee Application



SAVE THE DATE!

*The 2017 MLK, Jr.
Commemoration Week will be
January 16-20, 2017!*

Description of the Commemoration:

On November 2, 1983, former President Ronald Reagan signed into law House of Representatives Bill Number 3706 declaring January 15, the birthday of Martin Luther King, Jr., a national holiday.

In December 1985, former Penn State President Bryce Jordan formed a President's planning committee for Martin Luther King, Jr. recognition. Dr. James B. Stewart, director of the Black Studies Program at that time, served as the inaugural chair. The official recognition of this holiday began in 1986, and occurs on the third Monday in January each year.

Today, the MLK, Jr. Commemoration at Penn State is made possible by a dedicated group of students and The Office of Student Activities. Other partners include faculty/staff, donors, and units across the university. This year's student planning committee will be comprised of an executive director, directors of Financial Sponsorship, Public Relations, Community and Faculty Outreach, Campus Events, Day of Service, and Evening Celebration. For more information, visit www.mlk.psu.edu.

Qualifications of Directors:

ALL Penn State-University Park students are eligible to apply no matter what level of Leadership experience you have had in the past. We want students who are passionate and willing to learn.

Expectations of Director positions:

The MLK, Jr. Directors will be expected to commit to a year-long position, although the peak work time will be April-February. Selection of new committee members will begin directly following the selection of the Executive Director, and committee members will be expected to serve through the following Spring Semester. This will require being in contact over the summer months and weekly meetings throughout the semester. This will also require that you are an equal partner for the Commemoration as a whole. You ultimately will be responsible for coordinating your event, but the MLK, Jr. Commemoration is a team effort, you will be required to work with other Directors' and their events in order to make the entire Commemoration a success.

Description of 2016 Director Positions:

Day of Service Co-Directors: Responsible for organization and planning in regarding The Annual MLK, Jr. Day of Service. Directors help engage Penn State students in a national day of volunteer service. Duties include, but are not limited to, contacting and securing service sites, working with the Directors of Financial Sponsorship, organizing promotional efforts with Directors of Public Relations, acquiring individuals for Day of Service Team Leader positions and providing them with training to help facilitate a group of individuals at service sites, and providing entertainment for the Day of Service wrap up. This event draws approx. 250+ student, faculty, and staff annually. *The day of service will be on Monday, January 16th, 2017.*

Evening Celebration Co-Directors: Responsible for organizing the annual campus speaking event dedicated to the mission of Dr. King as well as the Reception that occurs afterward for our Honorary Speaker. Some responsibilities include working with Advisors to secure a keynote speaker, booking accompanying performances, reserving and handling all logistics regarding spaces, ticketing, and promotion of the event throughout the year. They will also be responsible for handling the itinerary related to the speaker, developing the program for the event, as well as writing the timeline for the Evening Celebration and its reception. These Directors will also work closely with Public Relations in order to promote the event.

Community & Faculty Outreach Committee Co-Directors: Responsible for being the liaisons to the State College, PA Community and the University's Faculty and Staff. The Co-Directors are responsible for coordinating an essay, poetry, and art contest for the local schools in the State College Area, called Community

Showcase. Co-Directors will coordinate a showcase event for the winning students and their families on campus. Additional responsibilities include reaching out to Faculty and Staff on campus to promote our events through class projects, extra credit, and research, as well as including Faculty and Staff in the judging process of the Community Showcase.

Financial Sponsorship Director(s): Responsible for securing all donations, both monetary and in-kind, to the Dr. Martin Luther King Jr. Commemoration Committees, such as food donations for Day of Service or Gift Donations for the Community Showcase, as well as dealing with all budgeting. This director(s) should be personable and persistent as they will be working with many donors. They should practice professionalism in all situations. This person will be working with Associated Student Activities (ASA) and University Park Allocation Committee (UPAC) here at Penn State, as well as the Advisor to deal with the finances of the Commemoration.

Campus Events Co-Directors: Responsible for coordinating multiple events on campus during MLK, Jr. Week that engage students with the mission of the Commemoration. In past years, these Directors have coordinated Speak for Peace Oratorical Contest & Social Justice Reception in collaboration with the Alpha Phi Alpha fraternity, they have hosted Peace Sit-Ins, and marches on campus. These Directors should be innovative and ready to develop events that can reach students and engage them with Dr. King's messages. Ideas for these Directors could include interactive art exhibits, a research fair surrounding issues of social justice, demonstrations, marches, and a film series. These positions will also work to collaborate with other organizations on campus to enhance our events.

Public Relations Director(s): Responsible for organizing all promotion and publicity for the annual week of events through different mediums of social networking, listservs, etc. Duties include but are not limited to creating all flyers, developing and sending all media releases, designing any apparel and accessories, and helping to organize all public appearances prior to the Commemoration. Director(s) should be familiar with creating flyers and/or utilizing and managing multiple social media platforms.

Below is the application. Please complete it to the best of your ability and turn it in by the assigned Due Date.

For additional information, contact Executive Director: Jael Charles at jac6182@psu.edu or Kelli Dowd - Advisor and Program Coordinator for Service and Leadership in the Office of Student Activities at kad37@psu.edu or 814-867-1242.

Committee Director Application

Contact Information:

Name: _____

Major/Year: _____

Phone: _____

E-mail: _____

Local Address: _____

Reference:

Note: Please select someone who has worked with you recently in a student group, community organization, or similar capacity who can speak to your leadership skills, ability to work in a team, etc.

Name: _____ Phone Number: _____

Relationship: _____ E-mail: _____

Please list your top 3 choices for positions:

1. _____ 2. _____ 3. _____

Please submit this cover page, a copy of your resume, and an attached page with typed answers to the questions below (Please do not exceed 300 words per answer):

1. What is your vision for the 2017 MLK, Jr. Commemoration? What do you hope to gain from your experience on the committee?
2. The mission of the MLK, Jr. Commemoration is: *To instill passion for diversity, evoke servant leadership, and foster social activism within the Penn State community.* How do you believe you will embody this mission in a Director position?
3. Why do you think the MLK, Jr. Commemoration is important to Penn State and the surrounding community?
4. What is ONE current issue of social justice you feel passionate about? Describe one way you would motivate Penn State community to further social justice activism through MLK, Jr. Commemoration events.
5. What is your definition of a leader? What qualities are necessary for a good leader to possess? How do you exemplify these qualities?
6. What skills do you possess that would make you a good choice for the directorship you designated as your first choice?

***Please submit your 2017 MLK, Jr. Commemoration Committee Application to
The Office of Student Activities in 103 HUB-Robeson Center by
Friday, February 19th at 5:00 p.m.***

You must sign up for an interview time when you submit your application in 103 HUB.