

## Missouri Thespians Student Board Application Process

PART OF THE APPLICATION PROCESS IS WHETHER YOU CAN READ FOR DETAIL, FOLLOW DIRECTIONS, AND MEET ALL DEADLINES. Make sure you completely read the directions and expectations and follow them accordingly. Troupe Directors are reminded that up to 2 candidates per school are allowed to run for any 1 ballot/election season. No more than 2 STOs may be from 1 school for any given Student Board panel.

### Requirements:

- Must be a fully initiated Thespian (not pending) by May 1st
- Must have a Cum GPA of 2.5 or better at the time of application
- If invited to Interview must attend interview appointment
- If placed on the ballot, must attend the Friday evening prep workshops at Leadership
- As STO: Must attend the Summer Board Retreat, the Friday and Saturday of Leadership, and the Winter Conference Planning Meeting. If you can't attend these please don't run - you will be removed from the board if you miss these required meetings. .
- As STO Elect :Must attend 1 day of the Winter meeting and Wednesday before State Conference

### Timeline:

- Application Process opens for all eligible candidates - Feb 1-May 1
- Online applications are due May 1st (including resume and Intent to Run Agreement)
- All other recommendations are due May 15th by 5:30pm (including Troupe Director online Rec, other Staff member online Rec, and Parent online Support Statement)
- Students invited to interview will be notified by June 1st
- Interviews will be held July 21 at Cedar Creek and will be held in 4 hour slots (example: 8:30-12:30 or 12-4)
- Candidates placed on the ballot will need to attend the Friday night Leadership workshop sessions (Sept 11) in Jefferson City Capitol Plaza and the Saturday Leadership Conference (Sept 12) same place

### Suggestions:

- Start this process early. You can always decide later to NOT run, but starting late and rushing usually causes mistakes and does not make it look like this is something you have seriously considered. No deadline will be extended.
- Approach people you wish to provide your recommendations early and before you've begun your online application (troupe sponsor, another faculty member, and a parent) to make sure they have everything they need from you to complete that aspect of your application. Asking them late so they need to rush to complete it also makes YOU appear disorganized and not able to plan appropriately to meet deadlines. Let them know they need to digitally save their forms (pdf file) in case something happens to it and another copy needs to be sent.
- Check to make sure you meet all requirements. Discuss your intent with your Troupe Director to make sure no more than 2 people from your troupe are planning on running and/or could be elected to the Student board at any one time.

### First Steps:

- Attend the Running for STO Workshop (offered at all state level events) to prepare you for the election process and provide you with answers to your questions.
- Preview the Online application (see below) so you know the expectations before you start filling it out.
- Preview the published dates for meetings - missing a required meeting date will remove your from office.

- Ask your Troupe Director and another staff member of your school if they will serve as recommendations for your application. Provide them with the online Google Form so they can send their recommendations directly to the election committee.
- Ask your parent or guardian to fill out the online Google Form Support Statement so they can send that directly to the election committee
- Review the sample resume to format your resume accordingly. You will need to upload your resume into your online application.
- Print out the Intent to Run agreement and collect the signatures of your troupe director, parent, and an administrator sign it to indicate their knowledge and support of your candidacy.

### **Interview Steps**

- If you are invited to this part of the process you will be notified by June 1st.
- The interview will take place on July 21st at Cedar Creek in New Haven, MO
- You must attend this interview in order to be placed on the ballot.
- You will be given a 5 hour window of time to commit to being present that day. In that time you will be working on a project with the current STOs and will have an interview with members of the Election Committee. You will be provided lunch during this window.
- Prior to this date you will receive email communication asking you to prepare data or other requests from the STOs in preparation for the project you will be working on site.
- You will also be receiving email communication to prepare you for your interview - at that time you may bring a portfolio or other artifacts you feel support the skills you feel you have that would make you an excellent STO Candidate.
- A Student Board Contract will be sent to those of you who are placed on the ballot at the Leadership Conference in September. You will need to complete the contract and mail it back to the provided address to be officially listed on the ballot.

### **Placed on Ballot**

- If you are invited to this part of the process you will be notified by Aug 1st.
- Invited students will have until Aug 31st to turn in a signed copy of the Student Board contract. Those not received by this due date will be dropped from the ballot as a candidate.
- You will be asked to attend a preparatory workshop for Candidates on the Friday night of Leadership. If your troupe is not attending that evening you will need to secure a way to do so with your parent/guardian and/or troupe director.
- All candidates must have a troupe attending Leadership on the Saturday.
- You will be asked to give a 3 minute speech at the Leadership Conference. Please don't waste time talking about how much you love theatre (clearly we all do) or make promises you can't guarantee about changes you would bring about being elected. Also don't talk about 'mistakes' you think STOs in the past made (keep in mind some of those people are still around - or their friends. This might turn them off voting for you). Instead focus on the skills you have which make you a good choice - you could use your theatre experiences to illustrate these. You could talk about what you'd like to see for the future of MoT - maybe even using what you talked about in your application previously for new/innovative.
- You are not allowed to hand out any promotional materials (Ex: stickers, candy, flyers, posters) HOWEVER the members of your troupe are allowed to wear shirts or buttons to promote your candidacy.

### **Preview of the Online application:**

#### **Section 1 - Checklist**

The Checklist is provided so you know what the expectations are to complete your application. This on-line application must be filled out by May 1st. All other forms must be RECEIVED by May 15th at close of business day (5:30pm CST). Incomplete or late applications will not be considered eligible.

Students who are being advanced to the interview process will be notified by June 1st. All interviews will be held on the Summer Board meeting site (Cedar Creek - New Haven, MO) on July 21st. Students who can not attend the invited interview process will not be placed on the election ballot.

Email address \*

**Please have the following people send the Recommendation Goggle Form (RF), Guardian Statement of Support (GS), to the election email address. See the website for these links**

- Your Current Thespian Sponsor - RF
- A non-theatre teacher, guidance counselor, or administrator - RF
- Your parent or legal guardian - GS

**All Items to be completed and sent to Election Committee**

- Application Google Form
- Resume (uploaded document)
- Student Board Intent To Run (uploaded scanned document w/signatures)
- 1 Recommendation Google Form from my Troupe Sponsor
- 1 Recommendation Google Form from another teacher, guidance counselor, or administrator Parent/Guardian Form w/Support Statement

## **Section 2: Application**

Your Name \*

School Name\*

Troupe # \*

Current office or leadership position in troupe (put N/A if not applicable)

GPA (note must be at least 2.5 to apply) \*

Thespian Membership Number (must be an initiated member) \*

Complete school address (Full Street name & number, City, State and Zip Code) \*

Complete Home Address (Full Street name & number, City, State and Zip Code)\*

Your Primary Phone Number (including area code) \*

Your preferred Phone Number (including area code) \*

Can this phone receive text messages? \*

- Yes
- No

Parent/Legal Guardian's Name \*

Parent/Legal Guardian's email address\*

Troupe Director's Name \*

Troupe Director's preferred email address \*

Date you asked your Troupe Director to be your recommendation (XX/XX/XXXX) \*

Other school staff preferred contact email (for second recommendation) \*

Date you asked your other staff member to be your recommendation (XX/XX/XXXX) \*

Past MST Conference Experience - please check all you have attended

- Junior Thespian Conference '18
- Junior Thespian Conference '19
- Leadership Conference '18
- Leadership Conference '19
- State Thespian Conference '19
- State Thespian Conference '20

MST Prep for Running for STO Workshop - please click which session you attended to prepare for running for this office

- Junior Thespian Conference '20
- Leadership Conference '19
- State Thespian Conference '19
- State Thespian Conference '20
- None - I have not attended this workshop session

### **Section 3: Short Answer**

Please answer the following questions in NO MORE THAN 5 COMPLETE SENTENCES (no run-ons). Please do not waste your sentences by telling us how much you love theatre (we all love theatre) rather try to answer the question as directly as possible to give us some insight into you as a potential candidate. We will allow you to elaborate if you are invited to the next step (interviews)

Why are you running to serve on the Missouri State Thespian Student Board? \*

What skills do you currently feel you have that would be beneficial to MST and the board? \*

What is something new/ innovative (new idea, creative thought, currently un-meet needs of MoT) you feel you could incorporate if you were voted to serve? What support would you need to accomplish this? \*

### **Section 4: File Upload**

Please upload the requested documents (including signatures). Make sure you have reviewed the sample resume before uploading (your resume should be no more than 1 page and should include leadership positions you hold (or have held), representative arts education courses, and up to 10 representative productions you have been involved in since 8th grade.

Please attach your resume \* (file upload)

Please upload your signed Intent to Run Election Agreement with all signatures attached \* (file upload)