

# Troy University

## Student Government Association

### Appointment Application

Name (Print): \_\_\_\_\_ Student ID# \_\_\_\_\_

Classification: \_\_\_\_\_ Phone # \_\_\_\_\_ Cell # \_\_\_\_\_

Major: \_\_\_\_\_ Academic GPA: \_\_\_\_\_ (4.0 scale)

E-mail (Troy University): \_\_\_\_\_ phone #: \_\_\_\_\_

#### **Appointments:**

From 1-3 check your top three choices in which you are interested in (1 being the most preferred):

- |                                    |   |
|------------------------------------|---|
| _____ Chief of Staff               | _____ Speaker of the House              |
| _____ Executive Assistant          | _____ Homecoming Director               |
| _____ Director of Public Relations | _____ Blood Drive Coordinator           |
| _____ Minority Relations Rep.      | _____ Woman's History Month Coordinator |
| _____ Supreme Court Justice        | _____ STARS Coordinator                 |
| _____ Traffic Appeals Member       | _____ UAC Representative                |
| _____ Sergeant-At-Arms             | _____ Athletic Advisory Comm.           |

#### **Attached:**

- 1). A 100 word paragraph expressing your interest
- 2). Resume

#### **Statement of Intent**

I, \_\_\_\_\_, do hereby express my interest for an appointment position for the Student Government Association at Troy University. The appointment position that I seek is \_\_\_\_\_ . I have read and understood the requirements of this position. I understand that if I am deemed ineligible then my application is subject to termination. If appointed, I will place a high priority on my responsibility to the Student Government Association.

This is also to authorize the release of information pertaining to my academic/personal records for the purpose of determining eligibility for scholastic/social recognition or membership. This information may be released to the Student Government Association upon request. I understand that I must have a 2.25 grade point average and must maintain a 2.25 if appointed.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **Appointed Position Job Descriptions:**

### **Chief Of Staff**

The Chief of Staff shall coordinate programs and policies as directed by the President, assist the President in preparation of policy for presentation, serve as a check on the President in carrying out his/her duties, serve the President as a check on the Executive Cabinet, and is required (2) hours per week in the SGA office.

### **Executive Assistant**

The Executive Assistant shall assist the President in any duties or obligations necessary for the SGA President to accomplish his job successfully.

### **Director of Public Relations**

The Director of Public Relations shall be responsible for carrying out all publicity and public relations projects by and for the Student Government Association.

### **Sergeant-At-Arms**

The Sergeant-At-Arms shall control the order of the Senate meetings, parliamentary procedure, and will escort and remain with nominees during discussion.

### **Minority Relations Representative**

The Minority Relations Representative shall organize and oversee minority events hosted by the Student Government Association.

### **Supreme Court Justice**

The Supreme Court Justice shall be a member of a (9) member panel of Justices who will deliberate and make sure that all rules and regulations of the Student Government Association be made according to the SGA Constitution and Code of Laws.

### **Traffic Appeals member**

The Traffic Appeals member shall be a member of the (5) member panel who will deliberate and decide on traffic appeals and issues stemming from traffic and parking on campus.

### **Speaker of the House**

The Speaker of the House shall be the liaison between the House of Representatives and the SGA Senate. The Speaker shall inform the SGA President of the meeting agenda and information disseminated and decided by the members of the House.

### **Homecoming Director**

The Homecoming Director assists the Vice President of Campus Activities in organizing and planning the festivities for homecoming.

### **Woman's History Month Coordinator**

The Woman's History Month Coordinator helps and assists the Vice President of Campus Activities in organizing and planning the events for Woman's History Month.

### **Blood Drive Coordinator**

The Blood Drive Coordinator helps and assist in blood drives sponsored by the Student Government Association and other blood drives that are conducted on campus.

**STARS Coordinator**

This person shall organize and be in charge of Troy University's student body initiatives for Higher Education.

**Athletic Advisory Committee**

This person shall understand and have frequent meetings with the Athletic Department and shall inform the SGA President of important roles that the SGA is asked to take as it relates to the Athletic events on campus.