



Hi Con-Ed!

With first round Council hiring having come to a close, we are excited to begin the hiring of the remaining leadership positions within CESA Extended Council!

The positions available include (job descriptions are available at www.queenscesa.com/documents.php):

Applications for the following positions are to be submitted individually:

Community Affairs Coordinator (2)

Athletic Sticks (2)

IT Administrator (1)

Workshop Coordinator (2)

B.Ed Spread Editor (2)

Council Clerk (1)

Photography Coordinator (NEW for 2015-2016) (2)

Applications for the following positions are to be submitted as a group. However, both applicants must submit an application form, and must indicate the name of their partner on the form.

Social Affairs Coordinators (2)

Written applications are due by 5:00 PM, to be submitted online (the link will be provided through the CESA website by Friday at the latest; application questions are attached to this file).

All applicants will be contacted as to whether or not they have been granted an interview by Saturday March 7th at 5:00 PM, by e-mail, with their interview time disclosed. Interviews will last ten minutes, and will be conducted at the following times (location TBA):

- Sunday March 8th from 9:00 AM to 6:00 PM
- Monday March 9th from 6:00 PM to 11:00 PM.

If you are *absolutely not available* during the set interview times, please contact Levi Burns at newexecadmin@cesa.queensu.ca. We will do our best to accommodate an alternative time.

Thank you for your interest in applying for a position within CESA! We look forward to meeting you! If you have any questions or concerns, please don't hesitate to contact us.

Levi Burns

Executive Administrator-Elect
newexecadmin@cesa.queensu.ca

David Wiercigroch

President-Elect
newpresident@cesa.queensu.ca

Sarah Chin

Vice President (Internal)-Elect
newvpinternal@cesa.queensu.ca

Hannah Ramsay

Vice President (External)-Elect
newvpexternal@cesa.queensu.ca

Name: _____ E-mail: _____ Phone: _____ Year: _____

**You may apply for up to three different positions. Please rate them preferential order.
Limit your written answers to a maximum of one paragraph per answer.**

1) **Position:** _____ **Partner (for Social Affairs only):** _____

- A) *Why are you interested in this position?*
- B) *What ideas do you want to bring to this position?*

2) **Position:** _____ **Partner (for Social Affairs only):** _____

- A) *Why are you interested in this position?*
- B) *What ideas do you want to bring to this position?*

3) **Position:** _____ **Partner (for Social Affairs only):** _____

- A) *Why are you interested in this position?*
- B) *What ideas do you want to bring to this position?*

What personal qualities and/or experiences do you possess that will help you succeed in the desired position(s)?

Only for those applying for Community Affairs Coordinator, Social Affairs Coordinators, IT Administrator, Athletic Stick, Workshop Coordinator, Photography Coordinator and/or B.Ed Spread Editor:

How do you intend to maintain a positive and productive relationship with your respective director (Events/Marketing and Design)?

Please provide the name and contact information of one reference. References will only be contacted to break ties between applicants who are otherwise equivalent, based on their written applications and interviews.