



APPLICATION and PETITION FOR STUDENT BODY VICE PRESIDENT

JOB DESCRIPTION and QUALIFICATIONS

Wages: 8.15/hour

Hours per week: 18

Responsibilities:

- a. Plan and moderate all meetings of the Student Senate, voting only in the case of a tie. Ensure that the Student Body President receives all passed proposals for approval or veto within two days of passage.
- b. Work with the Student Body President in providing leadership, unity, and purpose for the Student Government.
- c. Serve as the Election Coordinator; perform all duties specified in Section 5, IV of the SGA Governance Manual related to election proceedings.
- d. Serve as a member of the Student Body President's Cabinet and Student Senate. Attendance is mandatory.
- e. Provide orientation and training activities for the Senate members.
- f. Work with the Student Body President to appoint Representatives to committees and select one from each committee to serve as chair. The recommendations must be approved by a two-thirds majority vote of the Student Senate.
- g. Ensure that SGA Committees operate efficiently and productively. Meet regularly with the SGA Committee Chairs to offer support and suggestions.
- h. Work with the Vice President of Diversity Affairs to recruit potential candidates to represent multicultural and international organizations on campus.
- i. Form special committees as needed to address specific issues.
- j. Serve as a student representative on the Community of Educators (C.O.E. Senate).
- k. Prepare an end-of-year report in the spring for the new Student Body Vice President and the outgoing Student Body President. Include each of the proposals passed by the Student Senate and approved by the President.
- l. Maintain consistent and reliable attendance.
- m. Fulfill all presidential responsibility and power in the President's absence or upon the President's request or resignation.
- n. Chair the Review Committee when necessary.

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DUE: March 4, 2016

- o. Collaborate with the Student Body President to approve or deny petitions to amend the Governance Manual.
- p. Attend leadership training and development sessions such as the Leadership Retreat.

Candidate Qualifications:

- NOT be on academic, chapel, or disciplinary probation the semester before or semesters during term in office.
- Be in at least second semester at Messiah College.
- Intend to hold office for both fall and spring semesters of the 2016-17 academic year.

APPLICATION PROCEDURES for 2016

- Below is the application to run for **STUDENT BODY VICE PRESIDENT**. Please answer all questions in neat, legible handwriting or electronic type.
- In accordance with Section 5 of the SGA Governance Manual, the following timeline and procedures are to be followed for Student Body President's Cabinet elections and nominations:
 - APPLICATIONS/RESUMES DUE: **March 4, 2016**; please submit electronic materials to SGA@messiah.edu and print materials to Suite 3050/Larsen 202.
 - CAMPAIGNS for Student Body President/Vice President pairs may begin on **March 14**. Do not begin unless the Elections Coordinator confirms receipt of the pair's application. All campaign material must be removed within 24 hours of the end of the voting period and are subject to review by the Elections Coordinator.
 - ALL President/Vice President pairs must be available for an election event on **March 22**; to be decided after all applications are submitted. Pairs will either be available for a meet-and-greet during the day or prepare a speech and/or talking points for a Speech Night that evening.
 - POLLS WILL OPEN to the Student Body for the Student Body President/Vice President pairs on **March 22 at 9PM** and close on **March 24 at 9PM**.
 - Candidates for all other Cabinet positions will be notified of the names for President-elect and Vice President-elect within 24-hours polls closing.
 - The President-, Vice President-elect and the Cabinet Nominations Panel will receive all applications for Chair of the Peer Review Board, Vice President of Diversity Affairs, Vice President of Finance, Vice President of Organizations, and Executive Secretary within 48-hours of polls closing.
 - Interviews for the Chair of the Peer Review Board, Vice President of Diversity Affairs, Vice President of Finance, Vice President of Organizations, and Executive Secretary candidates will take place with the Student Body President, President-elect, Vice President-elect, current office holder, and SGA Advisor will be held from **April 4 to April 8**. Candidates will be notified if they did or did not receive the position by **April 11**.
 - The Cabinet Nominations Panel will make their recommendations to Student Senate for approval on **April 14, 2016**.

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STUDENT BODY VICE PRESIDENT, 2016-2017

Answers to these questions will be used by SGA for advertising the campaign; however, these questions are meant to help candidates reflect on their character, calling and competencies as they apply to leadership at Messiah. Candidates may choose to submit their answers in a separate document. Please keep answers to 200 words.

NAME: Click to Enter Text
YEAR: Click to Enter Text
MAJOR: Click to Enter Text
NAME OF RUNNING MATE: Click to Enter Text

Why do you want to hold this position AND what purpose does this position serve on campus (in your own words)?
Click to Enter Text

In your opinion, what is currently the most pressing issue facing Messiah College and how do you plan to improve it?
Click to Enter Text

What initiatives would you look to lead as STUDENT BODY VICE PRESIDENT?
Click to Enter Text

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How would you define the purpose of SGA?
Click to Enter Text

What experience do you have that has prepared you for this position?
Click to Enter Text

What does leadership look like for you and what are the characteristics of a good leader?
Click to Enter Text

How do character and faith relate to leadership?
Click to Enter Text



Please print the remaining pages of this application.

In accordance with Section 5 of the SGA Governance Manual, you must petition 150 signatures from your peers in order to appear on the ballot with your running mate. All signatures must be current students. The petition is due the same day as the above application.

PRINT NAME	SIGNATURE
Candidate Name:	Candidate Signature:
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**Please submit all electronic materials to SGA@messiah.edu by March 4, 2016.
Please submit all print materials to Suite 3050/Larsen 202 by March 4, 2016.**