

Beta Club Officer Application

2008-2009 School Year



Name: _____

Please place a check beside the office(s) you wish to hold.

You may choose two. If elected to both offices, you will be given the higher office:

____ **President:** The president will be responsible for conducting monthly meetings, as well as the New Member Induction ceremony, along with other leadership responsibilities requested of him/her throughout the year by the Beta Advisor and Principal. The president's effectiveness will be measured by his/her ability – by voice, demeanor, and stage presence – to keep order and to so conduct himself/herself that fellow members are willing to abide by his/her decisions and directions.

____ **Vice President (Programs):** The vice president of programs will work with the executive committee to develop programs of interest to the entire group. This person is responsible for planning and preparing for successful programs. Programs will generally include short presentations made during the monthly meetings.

____ **Vice President (Projects):** The vice president of projects will work with the executive committee to develop service projects of interest to the majority of members. The projects should be of value to the Beta Club membership or entire school or the school community.

____ **Secretary:** The secretary should be detail-oriented and willing to keep excellent records of membership along with detailed notes from monthly meetings. These notes will be kept organized in a notebook and returned to the club advisor at the end of the year as a record of activities for the year.

____ **Accountant:** The accountant will be responsible for reporting the balances in the club account periodically throughout the year. This person will also be responsible for counting the ballots following the election of officers and will be responsible for collecting service project logs and tallying the information to determine eligibility for club membership the following school year.

Please describe the qualifications that you have which would enable you to serve the West Millbrook Junior Beta Club in the office for which you are interested:

**Please return this form to Mrs. Walters in room 305 no later than Monday, April 15.
Elections will be held during the April 16 meeting.**