**Position Title:**

**Kin Formal Coordinator + Committee Member**

**Summary**

Finally an event where we don’t have to wear yoga pants, hoodies, and workout attire. It's time to get classy for a night out with your fellow kinners!

Kin Formal is one of the most popular events of the year, where the Kin-munity gets to dress up, and have a dashing night together.

**Application & Position Details:**

* **Positions Available:** Kin Formal Coordinator (2 positions available) and Committee Member (not specified)
* **Position Length:** January 9th, 2019–March 9th, 2019
* **Commitment:** 2 – 4 hours per week
* **Application Deadline:** Sunday, **September 16, 2018 at 11:59 PM**
* **Contact:**  For any questions, please e-mail Brandon Lam and Olivia Tobias at kus.soco@gmail.com
* **Note:** This is a volunteer position.

**Essential Duties and Responsibilities:**

* Coordinating and collaborating with the rest of Kin Formal Committee and VP Student Life to plan, promote, and facilitate this event.
* Promote and engage students in the School of Kinesiology.
* Communicate and build strong relationships with organizations/groups that are participating in the event and ensuring they are informed of event details.
* Any set up and take down on the day of the event.

**Qualifications:**

The ideal candidate will have:

* Previous experience with event planning
* Strong professional communication skills
* Good leadership and teamwork skills
* Proficient time management and organizational skills
* Desire to improve their professional development
* A desire to foster a respectful and inclusive environment and be a positive role model for students in Kinesiology

If you’re interested in applying as Kin Formal Coordinator or Committee Member, please fill out the application below and submit it to kus.soco@gmail.com. The deadline is September 16th, at 11:59PM. Thank you for your interest and we look forward to reviewing your application!

**Name:**

**Student Number:**

**Email:**

**Phone Number:**

**Year in Kinesiology (2018/2019):**

**Applying as a Coordinator or Committee Member:**

1. Why are you interested in the position of Kin Formal Coordinator or Committee Member?
2. What qualities do you possess that would make you the ideal candidate for this position?
3. What past experience do you have that will allow you to be successful in this role?
4. What is an event that you would like to create for Kin Formal to hold and why?
5. This can be a large time commitment; please list your other commitments for this year.

You’re all done! Thanks for your time.