



**VINTAGE DAYS
COORDINATOR APPLICATION
APRIL 16-19, 2010**

(Please print)

NAME _____ DATE _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

EMAIL: _____ PHONE: _____

CLASS LEVEL: _____ GPA: _____ GRAD. DATE: _____ CAMPUS I.D. #: _____

1. What is your current involvement both on and off campus? (i.e., work, clubs, community activities, etc.):

2. Did you attend as a spectator or participate as a member of last year's Vintage Days? Yes ____ No ____.
If yes to the above, in which areas did you participate?

3. Check any of the following areas in which you would like to participate, using 1 to describe your first choice, 2 as a second choice, etc. (or describe a new event in which you would like to coordinate):

- | | |
|--|---|
| <input type="checkbox"/> Boomtown Carnival | <input type="checkbox"/> Crafts Faire |
| <input type="checkbox"/> Casino Night | <input type="checkbox"/> Kid's Zone |
| <input type="checkbox"/> Concerts | <input type="checkbox"/> Publicity |
| <input type="checkbox"/> Development | <input type="checkbox"/> Special Events |

4. What are some of your impressions of last year's Vintage Days, and what would you like to change for this year's program? (Use the back of this sheet, if necessary).

Student Activities & Leadership Development * USU, Room 306 * (559) 278-2741

Applications Due By March 3rd @ 5 p.m.

VINTAGE DAYS

COORDINATOR RESPONSIBILITIES

1. Attend weekly meetings in the spring and bi-weekly meetings in the fall.
2. Help promote Vintage Days celebration.
3. Recruit students and organize sub-committees.
4. Provide progress reports at all meetings.
5. Attend spring and fall retreats.
6. Meet with assigned advisor and Vintage Days Student Director on a regular schedule.
7. Attend the pre- and post- meal events and the “kick-off” breakfast for Vintage Days.

Benefits of being part of Vintage Days:

1. Develop leadership and event planning skills to further personal growth.
2. Develop communication, networking, and promotional skills to successfully plan and execute an event.
3. Opportunity to work with other students and advisors and to work as part of a cohesive team.
4. Priority registration for the spring semester.
5. Opportunity to purchase restricted parking pass.
6. Can apply for Vintage Days scholarships to be awarded at end of year banquet.
7. A chance to make a difference to your community, your school, and, most of all, to YOURSELF.

Coordinator Positions

Boomtown Carnival Coordinator:

Responsible for promoting, organizing and encouraging campus organizations to participate and make money in a carnival atmosphere through unique gaming activities or food items. Determines rules and regulations regarding booth spaces and construction, and establishes booth judging criteria. Develops the selection process for choosing student organizations.

Casino Night Coordinator:

Responsible for organizing and promoting a casino night. Determines games and activities that will be offered. Responsible for recruiting students, staff, faculty, or alumni to work various games.

Concert Coordinator:

Responsible for scheduling local bands/entertainment at Boomtown Carnival and Crafts Faire stages and arranging all load-in/out operations, sound, and hospitality. Responsible for any other concert productions during Vintage Days, including major artists or competitions (i.e., battle of the bands), and scheduling entertainment for the Crafts Faire stage.

Crafts Faire Coordinator:

Responsible for organizing and promoting the crafts faire. Recruits vendors and juries applications. Sets rules and regulations for booth size and layout of faire.

Development Coordinator:

Responsible for developing community contacts and soliciting donations from local and national sponsors. Coordinator also has the responsibility of working with each committee and soliciting donations and sponsorships for their events.

Kid's Zone Coordinator:

Responsible for organizing Kid's Zone area and providing suitable crafts and activities for a wide age range of children.

Publicity Coordinator:

Responsible for overall publicity of Vintage Days and each individual event. Responsible for artwork and printing of posters and flyers, editing public service announcements, advertising in campus and local media. Coordinator also has responsibility for the advertising, layout, editing, and printing of the Vintage Press.

Special Events Coordinator:

Responsible for presenting an opening and closing ceremony for Vintage Days. Responsible for coordinating and integrating special events that may take place during Vintage Days (i.e., Salsa Night, Karaoke Contest, Comedy Show, Talent Show, etc.).