



Hello,

Thank you for taking the time to look at the different MACSUN director positions! The director positions are made to develop and enhance different skill sets like event planning, social media, leadership, and many more! At MACSUN, we look for the best. We want candidates that want to improve themselves, as well as the organization. Currently, we are looking for people that are ambitious, driven, energetic, and ready to take on a new challenge. These qualities will ensure that we have a group of motivated students that have the drive to reach the same goal.

In order to become a director, you must fill out the application below. Afterwards the President will meet with the corresponding VP of the director position you want to take on and score the application. The applications are scored anonymously. Once scored, the President and VP will interview you to see if you're a right fit for the position. We look forward to working with you!

Sincerely,

Josselyn Alvarez
MACSUN President
president@macsun.org
(323)580-4352



President – The president is the primary contact and official representative of the organization on campus. They are responsible for overseeing and board meetings and workshops.

- Executive Director 1 – Works closely with the President to complete tasks
- Executive Director 2 – Works closely with the President to complete tasks

VP of Recruitment –

- Recruitment Director – Works closely with the VP of Recruitment to drive up recruitment for the Fall 2017 semester. Recruitment is an ongoing process

VP of Marketing –

- Media Director – Works closely with the VP of Marketing to take pictures and videos at all events, edit them and upload them onto our picture drive.
- Social Media Director – Works closely with the VP of Marketing in helping run MACSUN's social media pages (Facebook, Twitter, Instagram, and LinkedIn) and answering any questions a person might have.
- Webmaster – Works closely with the VP of Marketing to make our website and keep it looking professional and up to date with all the information required. Also in charge of managing people that sign up for our mailing list, and giving the information to our VP of Membership.

VP of Business Relations –

- Fundraising Director – Works closely with the VP of Business Relations to plan fundraisers throughout the school year
- Sponsorship Director – Works closely with the VP of Business Relations to improve our Sponsorship Program and drive sponsors to MACSUN

VP of Membership –

- Membership Director – Works closely with the VP of Membership to track number of incoming members (paid, unpaid, subscribed). Will also help the VP of Membership ensure that everyone is greeted at the door and signs up.

VP of Programming –

- Internal Programming Director – Works closely with the VP of Programming to ensure that all events are going according to plan. This includes making sure the speaker has a parking pass, the room is booked, and the event is properly set up.
- External Programming Director – Works closely with the VP of Programming to find speakers to come in for the Fall and Spring semesters



MACSUN Director Applications

Email your application to president@macsun.org, or hand them to us in person!

Name: _____

Email Address: _____

Phone Number: _____

Expected Graduation: Fall Spring Summer Year: _____

GPA: _____ Major/Minor(s): _____

What position(s) are you interested in applying for:

How did you hear about a position with MACSUN?

Will you be free on Mondays from 5-7pm?

Yes No Not Sure

Why would you like to be a Director of MACSUN?

How do you think you will be able to contribute to MACSUN?

What would you like to get from this position?

*Thank you for taking the time to apply for a position with MACSUN, we will be contacting you
shortly!*