

# TriBeta Officer Application

Name

Date

Email

Phone

Mailing Address

Major

## Officer Position    Description

President    Plan & preside over all meetings & activities, ensure officers are performing their duties

Vice-President    Preside over meetings & activities in President's absence, help officers perform their duties

Secretary    Keep record of all members' points, maintain the calendar, send email, reserve rooms, help Historian promote events

Treasurer    Collect membership dues & other payments, keep an accurate financial record, oversee fundraising events, order food & refreshments for events

Historian    Photograph all meetings, update the scrapbook for convention & poster boards, create banquet video, help Secretary promote events

Select the office you are most interested in applying for:

If applicable, select the second office you are applying for:

Describe your previous student organization and leadership experience.

Describe how you would help advance TriBeta's goals. Include any events you would plan.