



The Black Student Union
Florida State University
fsublackstudentunion@gmail.com

**Executive Board
Application**
2024-2025

The BSU Executive Board offers a variety of positions for prospective student leaders to help build necessary leadership skills, all while giving back to the Black community and our student body at Florida State University. We look forward to reviewing your application. Please fill out the overall SGA application and attach this completed document to the end of the Qualtrics form. Applications will not be considered without both documents completed.

**Please note that positions are tentative, and you will be contacted if any changes to your selected position are made.*

Applicant Information

Full Name:

Classification:

Email:

Phone:

Position Applying for:

Please select two positions in order of rank. 1 should be the priority and 2 should be a backup that you would be interested in. **For more details on the duties and responsibilities of each position, see page 4.**

Major BSU positions:

1. ___ Director
2. ___ Assistant Director
3. ___ Treasurer
4. ___ Secretary

Board Positions:

5. ___ Membership Coordinator
6. ___ Outreach Coordinator
7. ___ Coalition of Black Organizational Leaders (COBOL) Coordinator
 - a. ___ Greek Representative
 - b. ___ Pre-Professional Representative
 - c. ___ Cultural Representative
8. ___ Education & Advocacy Coordinator
9. ___ Programming Coordinator
10. ___ Marketing Coordinator

Qualifications:

- All applicants must have a cumulative GPA of 2.0 at the time of the application deadline
- Candidates for positions #1 and 2 must be enrolled at Florida State University for at least three (3) semesters prior to the semester of applying and must have served on the Board or held a committee chair position prior to becoming Director or Assistant Director.
- Candidates for #3 and 4 must be enrolled at Florida State University for at least two (2) semesters prior to the semester of applying and have proof of at least two (2) leadership positions on campus.
- Candidates for positions #5-10 must be enrolled at Florida State University for at least one semester prior to the semester of elections and have served on a committee or have proof of other leadership prior to becoming a Coordinator.

Additional Questions

Please answer the following questions in less than 300 words

1. Why are you applying to the Black Student Union Executive board, and what past experiences have prepared you to be successful if you are selected?
2. List all obligations you may have for the upcoming school year. How do you plan to balance everything if selected for the upcoming administration?
3. Please provide a minimum of three goals you have for the position, and a detailed description of how you plan to accomplish each.
4. Being a part of an executive board involves more than completing the requirements of the job description. In your own words, what does being a member of an executive board mean to you?
5. Explain how you expect to grow and be challenged by the position.

** If applying for BSU Marketing Coordinator, please submit any supplementary information such as samples of works or links to portfolios.

Disclaimer & Signature

I understand by signing and submitting this application that I will be expected to submit necessary documents, and attend an interview in order to be selected to serve on the Board.

I understand that serving on the Board is a commitment, and that, if selected for the position, I will be expected to be available for communication on a regular basis via email and phone, to include various group chats, and to dedicate time in my schedule to participating in meetings and events for The Black Student Union.

I also understand that if I am selected for the position, that I must uphold the duties and responsibilities of my position, and that I can be removed from the position at any given time if deemed necessary by the Black Student Union Executive Board, and/or the Student Body President of Florida State University.

Signature:

Date:

Thank you for your interest in the Black Student Union Executive Board. Accepted applicants will receive an email to coordinate an interview. If you have any further questions, comments or concerns, please do not hesitate to contact us at fsublackstudentunion@gmail.com.

Position Responsibilities

<p>1. Director represents the interest of BSU on the campus of Florida State University in accordance with the Statement of Purpose, acts as Chair of the Executive Board, and is responsible for the efficient and effective operation of the office and the agency.</p>	<p>2. Assistant Director assists the Director with the agency's daily operation, acts as a liaison between all BSU affiliates by working with COBOL and its directors, and sets up internal affairs meetings as needed, and exercises the authority and duties of the Director in the absence of the Director.</p>
<p>3. Treasurer manages the finances of the BSU and executes and is responsible for submitting, in a timely manner, all budget requests and being fiscally accountable.</p>	<p>4. Secretary writes the minutes for all BSU Board and General meetings, calls for correspondence of the BSU, and executes and is responsible for submitting, in a timely manner, forms, documents, and reports as required for the operation of the office.</p>
<p>5. Membership Coordinators are the head of all functions, meetings, or any related activities concerning recruitment, membership, enrollment, and ambassadorship to include but not limited to Market Wednesday, and the BSU Royal Court.</p>	<p>6. Outreach Coordinators foster and maintain relationships with campus and community partners and stakeholders and are the head of all things concerning those partners and alumni relations to include but not limited to BSUXCARE Week, Bridging the Gap, Homecoming, and community service.</p>
<p>7. C.O.B.O.L. Coordinators collectively represent the BSU affiliate organizations on the Board in the categories of Greek, Pre-Professional, and Cultural organizations, and work with the BSU Assistant Director to facilitate all things concerning collaborative programming, scheduling, and partnerships.</p>	<p>8. Education & Advocacy Coordinators serve as the Professional Development Chair and are responsible for mentoring to include the Seminole Minority Leadership Institute and BSU PALs. They are also responsible for facilitating educational programming and promotions of educational enhancement whether in regards to politics, academia, finances, health, society and culture, or any other relevant controversial issues the community faces.</p>
<p>9. Programming Coordinators are responsible for the production and execution of all major traditional programs, to include but not limited to the Pageant, Bobby E. Leach Ball, Bridging the Gap Showcase, Homecoming, Black History Month, and Afro Funk Fest, as well as minor programs. They also Oversee and advise committees in the planning of BSU programs and coordinate with necessary Board members, to include but not limited to recommendations to Marketing concerning advertising and promotion, for successful programming.</p>	<p>10. Marketing Coordinators serve as Chief Historian and are responsible for collecting and managing archives from the past while also documenting the current works of Black FSU. They are the head of all things concerning the BSU's public and digital persona and presence, and oversee public relations, social media management, and graphic design and content creation for the BSU on all media outlets.</p>