



**EXECUTIVE STAFF  
GENERAL APPLICATION  
2009-2010**

**Please provide the following information:**

Name: \_\_\_\_\_ DOB: \_\_\_\_/\_\_\_\_/\_\_\_\_

Expected graduation date: \_\_\_\_\_

\*Student Media Handbook guidelines dictate that Executive Staff positions are open to full-time students only (Undergraduate level: 12 units or more; Graduate level: 9 units or more).

Cumulative GPA: \_\_\_\_\_

Email Address: \_\_\_\_\_@\_\_\_\_\_

Local Address: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Street City State Zip

Local Telephone: (\_\_\_\_)\_\_\_\_-\_\_\_\_

Home Address: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Street City State Zip

**Please indicate your area of interest within Cougar Media Network:**

The George Street Observer *The Miscellany* CofC Radio Cougar TV

**Please attach a copy of your resume and the following materials to this application:**

- I. **GSO:** 2 published clips  
**The Miscellany:** 2 writing samples (creative and professional)  
**C of C Radio:** 2 writing samples (professional/public relations and radio script)  
**Cougar TV:** 2 samples of material produced (exhibiting specific region of interest)  
**Advertising:** 1 additional letter of recommendation from a non-academic supervisor
- II. **Personal Statement:** In essay format (less than 250 words), please describe your ideas and goals for the organization in relation to your personal expectations regarding the position in question.
- III. **Letter of Recommendation:** In support of your application, please have a faculty member or previous employer provide a statement addressing your strengths and degree of experience in regard to the position and organization.

**Please submit all application materials to CAAN 203B by 12 noon, Friday, March 20. Note that any sample materials submitted with applications will not be returned. Interviews will be held on Friday, March 27 between 2 p.m. and 4 p.m. (exact time and location to be confirmed with applicant via email).**

Questions regarding the application process may be directed to Dr. Susan Payment, Director of Student Life, at [payments@cofc.edu](mailto:payments@cofc.edu), or (843) 953-5312. Thank you for your interest.

