

THE ONE BAND SHOW 2015 – Chair Application

The One Band Show 2015 Chair responsibilities:

- Work directly with Student Activities professional staff on all aspects of planning The One Band Show.
- Attend weekly meetings with advisor (Rebecca), beginning the week of November 10th and continuing until two weeks after the concert (time to be determined based on Chair(s) schedules).
- Lead weekly meetings with The One Band Show Planning Committee. Meetings will be on Thursdays from 5:00-6:00 pm, beginning on November 13th and continuing until two weeks after the concert.
- Lead the Committee to research and identify potential bands.
- Assist Rebecca with the contracting process once the band is selected.
- Manage the budget.
- Ensure that Coordinators and Committee members stay on track towards their goals and responsibilities.
- Complete evaluations and wrap-up meetings following the concert.
- Additional responsibilities may vary based on interest and need, and alongside specific Coordinators, but could include the following: production and technical advancing (stage, lights, sound, backline, coordinating with band's production managers); hospitality and day-of logistics (coordinating with band's tour managers, catering, guest lists, greenroom, scheduling); promotions, publicity, and ticket sales (band announcement, marketing plans, promotional design, art direction for posters and ads); Committee and volunteer communication (day-of staffing, training, hospitality, disperse information throughout planning process); other duties as assigned
- Chair(s) should plan to commit approximately 5 hours minimum per week in the fall semester and 10 hours minimum per week in the spring semester (though hours will vary by week and will increase significantly as we get closer to the concert date). Chair(s) will have the opportunity to complete an internship for 4 hours of academic credit if they choose.

Applications are due to Rebecca Silverblatt (silverbr@southwestern.edu or in the Office of Student Activities) no later than noon on Wednesday, November 5th. You will be notified by 4:00 pm on Wednesday, November 5th via email if you will be asked to schedule an interview. Interviews will be conducted if necessary on Thursday, November 6th or Friday, November 7th. The 2015 Chair(s) will be notified via email by 6:00 pm on Friday, November 7th.

In addition to the Chairs, we will also be looking to fill additional positions for the planning committee. If not selected for a Chair position, which of the following would you like to be considered for*:

- _____ Publicity and Marketing Coordinator
- _____ Ticket Sales Coordinator
- _____ Hospitality Coordinator
- _____ Logistics Coordinator
- _____ Volunteer Coordinator
- _____ Stage Manager
- _____ Member-at-Large

*see position descriptions on their application forms

6. Describe a time when you worked on a project that didn't go quite as you had planned. How did you problem solve and deal with the unexpected circumstances?
7. What have been your favorite live shows that you have attended in the past 2 years? Why do you think these shows were so memorable?
8. What show, festivals and/or album releases are you looking forward to in the next year?
9. How would you describe your music taste?
10. If you could suggest 5 performers or bands to contact about performing at The One Band Show 2015, who would they be?
11. Are you willing and able to commit a *minimum* of 5-10 hours/week to planning The One Band Show?
☐ Yes
☐ No
12. Are you interested in completing an academic internship as part of your Chair position? (3- and 4-credit hour internships require a minimum of 120 hours of work)
☐ Yes
☐ No

13. If selected as a Chair, which area(s) would you be most excited about assisting with [choose all that apply]:

- ☐ Production and technical advancing
- ☐ Hospitality and day-of logistics
- ☐ Promotions, publicity, and ticket sales
- ☐ Committee and volunteer communication

14. If you requested to be considered for any positions other than Chair (from page 1 of this application), please give a brief explanation for each of why you are interested in that role and what makes you a good candidate.

15. Is there anything else you would like us to know?