



DISTRICT LEADERSHIP TEAM APPLICATION | 2018-2019

DISTRICT NEWS EDITOR

Please read the information and directions on the right!

TERMS & CONDITIONS:

By submitting this application, I agree to fulfill the terms and conditions stated in the CNH District Leadership Team Service Agreement 2018-2019.

This service agreement can be found on the CyberKey.

REGISTER:

Go to the CyberKey, go to "Member" section, then go to "Special Applications and Contests", and register as a candidate for this position.

APPLICATION OVERVIEW:

IDENTIFY THE POSITIONS

In your application, please specify the following on your first page.

- Full Name
- Division, Region, Club, Graduation Year
- Any Current Position(serving for the 2018-2019 term)
- Cell Phone Number & Text Capability | Home Phone Number
- Email

INTERNATIONAL CONVENTION

Although highly recommended, ICON attendance is not required. Will you be attending?

PROGRAMS & SKILLS

Identify the programs on your computer that you know how to use and your skills level.

PERSONAL REFERENCES

Please provide three personal references to be used for final recommendation purposes.

PROMPTS

1. Why are you applying for this position? Please explain.
2. Being on the District Board is very time-consuming. How do you plan to manage your time between school, family, friends, and your duties as the News Editor?
3. The District Newsletter is promoted on the CyberKey and on issuu.com, what are some of the ideas that you have in order to expand the promotion of the District Newsletter and improve readership?
4. As DNE, you will be asking various District Board members for publications and articles. These individuals will also have other submissions that must be submitted. How will you communicate effectively to these District Board members to receive submissions on-time?

PUBLICATION SAMPLES

Samples must be in PDF-format. Send samples in your application email but as separate attachments using the following file names: DNE_Name_Sample1; DNE_Name_Sample2; DNE_Name_Sample3.

1. Please create a sample newsletter spread(3-7 pages) of what you envision the District News to look like. You must include a cover page, table of contents, and a few pages of the newsletter with different features. This submission will be "DNE_Name_Sample1"
2. Provide 2 samples of previously published work one of which must be a newsletter. These submissions will be "DNE_Name_Sample2" and "DNE_Name_Sample3"

DESCRIPTION

The District News Editor is responsible for publishing the monthly District News Publication; provide training and support on publishing effective publications; and promote the proper use of graphic standards, adherence to copyright laws, and protection of the organization and its partners.

Before applying for this position, please ensure that you will be able to attend all Board training conferences and meetings.

DIRECTIONS

You must PDF your document with all the personal information and answers to the prompts requested on the application.

File name: DNE_Your Name

PERSONAL REFERENCES

You are required to provide only three personal references, not letters. You need to provide their names, position, phone number and email.

1. Adult(Faculty, Kiwanis, Region Advisor)
2. Club Leader
3. Division or District Leader

DEADLINE

This application is due by Tuesday, May 1, 2018 by 6:00 pm. **NO exceptions**

SUBMISSION

File name: DNE_Your Name

Email to: cnhkc.app@gmail.com

Subject: DNE | Your Name

INTERVIEW

If needed, a phone interview will be requested of personal references and/or the candidates and will be conducted by the Governor.

ONLINE REGISTRATION

IMPORTANT: Visit the CNH CyberKey and register online as a candidate for this position.

DISCLAIMER

Submission of this application will allow the governor to consider your application for any other position. Please keep in mind that if you get the position, you will be required to resign any other positions that you may hold on the club, division, or district level.

Good luck! If you have any questions, please contact the District Governor.