

All applications are **due by Monday, March 26<sup>th</sup> at 5pm eastern time**. Please send the applications to [emily@ktkey.org](mailto:emily@ktkey.org).

**Duties:**

- Compile and distribute 4 copies (one every 2 months) of the K-T Key outlining individual club, division, and district wide news
- Attend the District Bulletin Editors workshop at the international convention.
- Work closely with Lieutenant Governors as they compile their newsletters for news from the individual divisions
- Distribute 7 pieces of correspondences to board members (newsletters, memos, reports)
- Attend all board meetings
- Keep in touch with clubs, board members, advisors, and officers.
- Help manage the district website by serving as a student webmaster and coordinate technology needs alongside Mr. Hillhouse (Kiwanian Webmaster)
- Serve as chair for the technology committee and work to add info/project ideas on international projects to the website.
- Seek to find articles and newsworthy stories that would interest the district and benefit the readers of the K-T Key.
- Be an active member of your local club and perform at least 50 hours of service
- Be an example to your home, school, and community and act in a manner that will exemplify the core values of Key Club and the K-T District

**Meetings:**

**Required Meetings and Events:**

Spring Training

April 6-8, 2018

Knoxville, TN

Summer Board	July 13-15 2018	Knoxville, TN
Winter Board	November 16-18, 2018	Franklin, TN
District Convention	March 21-24, 2019	Franklin, TN

***\*I need to know if you will be unable attend any of the above dates.***

***These events are crucial for district board members.\****

**Other Important Meetings you need to attend if possible:**

International Convention	July 2-8, 2018	Chicago, IL
Dollywood Fall Rally	October TBD, 2018	Pigeon Forge, TN

**Contact Information:**

Name:

Address:

School:

Phone number(s):

Email:

**Advisor Contact Information:**

Name:

Email:

**General Information:**

Age:

Gender:

Current Grade:

Date of Birth:

Years in Key Club:

Offices held in Key Club:

All other extracurricular activities that you are involved in:

**1. Why do you feel you are qualified for this position?**

**2. What experience have you had in leadership and how do you believe it will help you fulfill your duties if appointed to this position?**

**3. Describe the impact that Key Club has had on you.**

**4. What is your favorite service project that you have participated in and why?**

**5. If appointed this position, what would you like to do while you are in office?**



**11. What do you believe to be your greatest weakness?**

**12. If you have any other comments regarding your qualification for this position, please explain briefly below.**