

Band Student Leadership Team 2023-2024 Application Process

APPLICATIONS/PROJECTS DUE FRIDAY, APRIL 21



1. Go to www.cherokeebluffband.com and fill out the **Application**. I would recommend filling out the essay questions in a separate document, then copying/pasting them into the web browser all at once (in case you lose your internet connection, etc.) so you don't lose your work. There is no need to print anything – just fill out the online form and submit. Essay question answers should be well thought-out and substantial – the form will prompt you if your response is too short. Also – write in a formal tone like writing an essay in your English class (don't write conversationally like you would on a text). Also, check your spelling and grammar before submitting.
2. **Sign up for an online interview time** on the Band Website. There will be specified dates and times for you to do an interview. The directors will ask you questions regarding your essay and talk to you about why you think you would make a good leader in our program. Drum Major applicants: Sign-up to attend the Drum Major Leadership Academy on Saturday, March 25 at CBHS (see directors for information) and we will also do your conducting audition on Thursday, May 5th. **All Student Leadership interviews will start week of May 8th.**
3. **If selected, realize what you are committing to!** Make sure you would be able to fulfill all obligations as a leader if selected. If selected, students will do leadership training and summer rehearsal/camp preparation. We will also start regular after school leadership meetings once the school year starts. See Pages 2-4 for descriptions of leadership positions and the commitment level.

Being selected as a part of the Band Student Leadership Team is an honor, and if chosen I acknowledge that I will be expected to be a role model in the program during class, at meetings, after school, and on social media. In addition, by submitting this application, I am making a commitment to the following:

- Attend after school meetings on Tuesdays from 7:45am – 8:10am.
- Attend and be willing to work at all band activities (i.e. fundraiser distributions, concert set-up, etc.)
- BE A LEADER! There are many ways to be a leader, but enthusiastic service is the most important.
- Fulfilling the duties of your leadership position in a timely fashion.
- Section Leaders and Committee Heads: reporting weekly to the President on meeting goals.
- Participation in all fundraisers (i.e. Cookie Dough, Raffle, Fruit Sale, etc.).
- Take on extra tasks and support the other leaders on the team.
- Maintain a positive attitude and make active and engaged contributions in all meetings.
- MEET ALL DEADLINES (including this application)!

Frequently Asked Questions:

- **Do I have to apply to be section leader if I am trying out to be Drum Major?** YES.
- **Does my behavior in class and marching band last season factor into becoming a leader?** YES
- **Do my practice habits and abilities on my instrument factor into becoming a leader?** YES
- **Do I have to be a section leader or drum major to be on the Band Student Leadership Team?** NO. You can apply for any number of committees (listed on the application form) to help out and be part of the leadership team.
- **If I am section leader, do I also need to be on a committee?** YES. We expect all leaders to serve their band this way – whether it be managing uniforms, being a librarian, loading trucks, or painting fields.
- **Can I quit marching band if I don't get the leadership position I want?** You probably know the answer to this one... NO. If you don't get the desired leadership position, you can still serve the band and be a leader even without the "title."
- **I was a leader last year. Do I automatically get the same position as last year?** Not necessarily. Your performance in your job role last year will be a determining factor if you continue in that role this year.

COUNCIL SERVICE POSITIONS - JOB DESCRIPTIONS

President: *(Charismatic, Vision and Team Oriented, Outgoing, Organized)*

As President, you must be a senior. You will be the face of the Band Student Leadership Team. You will be asked to lead and plan all leadership meetings in conjunction with the Vice President. In addition, you will lead the band council summer retreat and all weekly leadership meetings. You must be able to communicate with the band/percussion directors on a regular basis. You will work closely with all committee heads and section leaders in setting and meeting goals. The President will learn every name of every student in the band and percussion program (including non-marching band students). You **MUST** have vision, a strong work ethic, and ability to delegate with a relentlessly positive attitude.

Vice President: *(Cooperative, Organized, Responsible, Strong Leader)*

As Vice President, you will assist the president throughout the year. You will help to plan all weekly council meetings and help to coordinate goal-setting with all committee heads and section leaders. You will be responsible for taking attendance at all meetings and following up with any absent members on a weekly basis, as well as reporting attendance to the directors. The Vice President will learn every name of every student in the band and percussion program (including non-marching band students). The Vice President will also be assigned to fundraising tasks as needed by the directors.

Secretary & Bulletin Boards: *(Organized, Communicative, Creative, Artistic, Timely)*

As Secretary, you will be responsible for taking notes at all council meetings. The secretary will post weekly meeting notes on the Band Student Leadership Facebook page and/or email list. The secretary will work with all committee heads to make sure weekly goals are documented and posted, and make sure the President and Vice President are given the documentation. The secretary will also be responsible for maintaining ALL bulletin boards inside the band classrooms and hallways. The bulletin boards must include a monthly calendar that is revised at the start of each month, as well as a birthday calendar for all members of the band. There can be creativity and freedom in posting other things (photos, quotes, college posters, etc.). Boards should be colorful, artistic, and a place where students will want to check in frequently. This crew will work YEAR-ROUND (not just during marching season).

Equipment Manager/Field Crew: *(Energetic, Detail-Oriented, Cooperative, Likes Physical Work)*

The Field Crew is responsible for setting up the field prior to every rehearsal and therefore should plan on arriving early to all rehearsals. The field crew will paint lines and "tics" weekly (usually arriving at 3:45pm on Tuesday afternoon and reporting directly to the field to start painting). When just simply "touching up" the field, arriving by 4:30pm and reporting directly to the field is expected. The crew will also set up all equipment (drum major stands, props, yard line markers) in conjunction with the Drum Majors. The crew will be responsible for moving all equipment/props to the Band hallway for truck loading as needed on Fridays/Saturdays. The field crew will work with our Parent group in setting up props during games/competitions.

Uniform Manager: *(Precise, Organized, Helpful, Orderly)*

As Uniform Manager you will oversee all uniform duties and work directly with the parent uniform volunteers. You will keep a roster of every band student and support all students with uniform needs. Uniform managers will be responsible for helping to size students for uniforms during the summer, as well as maintain and repair uniform parts as needed. Uniform managers will also help prep uniforms for cleaning as needed, and assist with uniform check-out and check-in. Uniform managers are expected to arrive 1 hour prior to Call Time for ALL events to assist, as well as stay to help check uniforms in (typically 30 minutes after returning to the Band Room).

Social Media Chief: *(Knowledge of Cameras, Video Editing Skills, Assertive, Organized, Artistic)*

As Social Media Chief, you will take photos of ALL aspects of the Band Program for posting on the Band Website (including during class time, Jazz Bands, Percussion Ensembles, Concert Bands, Winter Guard, Regionals, Festival performances, etc.) You will also help with any A/V production needs during the year, such as helping to create videos for Recruiting, Retention, and Social Media postings. The Social Media Chief will also help the Secretary in providing large printed photos each week to use on the bulletin boards and elsewhere. This committee will work YEAR-ROUND (not just during marching season).

Truck Crew: *(Likes Physical Work, Hard Worker, Organized, Cooperative, Good Spatial Reasoning)*

As part of the Truck Crew, you will be responsible for loading our various trucks and equipment trailers for ALL events (away football games, marching band competitions, etc.). Truck Crew members will work in conjunction with the directors to show up early or stay late to load the trucks. The Crew will be organized, efficient, and promote safety. The head of the truck crew will work with the directors and parent volunteers to develop systems to efficiently load the truck, and be responsible for training the whole student crew and define roles for better efficiency.

Lockers/Instrument Check-Out: *(Data-driven, Organized, Detail-Oriented, Efficient)*

As part of the Locker/Instrument Committee, you will work to assign lockers during the summer for all concert and marching band members. You will enter data into the computer with instrument locker numbers. The locker committee will also be responsible for keeping all locker rooms clean and free of trash/clutter on a DAILY basis (some of the committee can do before school, some during school, and some after school). The committee will immediately remove instruments not left in lockers. The committee will also be responsible for working in the summer to help check instruments out to students, collect fees, and assess instruments for repairs in conjunction with the directors. The committee head will be responsible for maintaining an accurate record book for all instruments checked out. This crew will work YEAR-ROUND (not just during marching season).

Party Planning Committee: *(Creative, Outgoing, Friendly, Resourceful, Communicative)*

As a Party Planner, you will help secure locations for all band parties. Parties will typically be held after all Home Football Games (and Away Games if it is a nearby school). The Party Planning Committee should also plan additional social gatherings throughout the school year to promote band unity. You will be responsible for creating flyers for each week three days prior to any event with the home address and what to bring (i.e. \$5 for food, swimsuit, etc.). For non-typical social gatherings (i.e. – concert band bowling night), the committee should work in conjunction with the Secretary to create posters and social media postings to promote the event. The Party Planning Committee will also serve as a Morale Boosting Organization – and will write weekly thank you notes/friendship mail to Students and Parent Volunteers who go above and beyond (the Committee Head will coordinate with the directors each week). This crew will work YEAR-ROUND (not just during marching season).

Facility Crew: *(Organized, Neat Freak, Clean, Detail-Oriented, Resourceful)*

As part of the Facility Crew, you will create a schedule with other committee members to maintain ALL band facilities (band room, percussion room, guard room, locker room, practice rooms, practice room locker room, percussion closets, changing rooms, and hallways). A schedule will be implemented where all members will be responsible for cleaning part of the facility on a DAILY basis (some members before school, some during school, most after school). ALL members of the Facility Crew will be expected to clean up after ALL band events (football games, competitions, band concerts, night and Saturday rehearsals) – typically about 30 minutes after conclusion of the event. The Facility Crew will make sure all spaces are clear of trash, clutter, instruments left out, uniform parts left out, paper/music being left out, etc. The Facility Crew leader will report any ongoing trash issues to the directors. This crew will work YEARROUND (not just during marching season).

Music Librarian *(Self-starter, Organized, Orderly, Adaptable, Decisive)*

As Music Librarian, you will help to maintain the Music Library room and organize all sheet music. You will help distribute, copy, pass out, collect, and return music to the shelves. You will help to enter in new titles to the system, and help manage all the paper in the band room. Music Librarians will develop a weekly schedule and the Head Librarian will assign weekly tasks to its members. Librarians will be expected to work at least 30 minutes after school once a week to accomplish their tasks. The Librarians will also help organize the cabinets at the front of the Band Room to keep extra copies on hand, and disposing of copies at the conclusion of a concert cycle. This crew will work YEARROUND (not just during marching season).

INSTRUCTIONAL LEADERSHIP POSITIONS - JOB DESCRIPTIONS

Drum Major (*Strong Conductor, Charismatic, Intense, Outgoing, Organized, Calm, Service-Oriented*)

As Drum Major, you will be one of the field conductors for the Marching Band show. Drum Majors will be responsible for score study, memorizing all parts, cueing, and other aspects of conducting. Drum Majors will attend two conducting/leadership camps during the summer to improve their skills. In addition to conducting, the Drum Majors will serve as the main leaders of the entire program with the President and Vice President. Because they are the leaders of Morale of the entire Marching Band, the Drum Majors will learn every member's name by Band Camp and try to make personal connections with all members throughout the season to develop trust. As such, Drum Majors are held to a higher level of performance and conduct than the general member. Drum Majors need to arrive early to EVERY rehearsal and event, and stay late after every event to ensure all tasks are completed. Also a service position, the Drum Majors will help any and all committees as needed to ensure success for the entire band program. The Drum Majors will be responsible for following up with all section leaders in Goal Setting and Goal Completion on a weekly basis, as well as reporting to the directors on sectional rehearsals. The Drum Majors will be responsible for many service responsibilities during band camp and the season. As a character trait, the Drum Major does not complain and is not allowed to be tired or irresponsible. The Drum Major will never miss any rehearsal or event, under any circumstances. As leader of the Section Leaders, the Drum Majors are responsible for holding all section leaders accountable for lesson planning, sectional attendance, and memorization tasks. The Drum Major needs to be assertive and a strong leader. Because conflict may arise in this position, the Drum Major must be patient and be able to resolve conflicts in a positive manner that emphasizes communication and high standards. The Drum Major must be calm under pressure, and work to be consistent as a leader, conductor, and as a person. The Head Drum Major will be responsible in working with the directors to make sure they understand the rehearsal plan for every rehearsal, and be organized to ensure the rehearsal goes as planned. The Head Drum Major will also maintain the Attendance Book and take attendance with all section members at the start of each rehearsal. The Drum Majors will also be responsible for all sound equipment set-up/tear-down, charging Long Rangers and Speakers, all metronomes and other rehearsal equipment.

Section Leader (*Strong Musician/Guard Member, Charismatic, Friendly, Outgoing, Organized, Calm*)

As Section Leader, your primary responsibility will be working with the Drum Majors and Instructional Staff to develop weekly performance goals for your section. The Section Leader is responsible for writing weekly lesson plans to organize their sectional practices in conjunction with Instructional Staff/Directors, as well as leading ALL sectional rehearsals. Because this is the primary responsibility of Section Leader, attendance at EVERY sectional is required (Section Leaders will not be permitted to miss a sectional rehearsal under any circumstances). Section Leaders will also take attendance at all sectional rehearsals and then report that to the Head Drum Major at the conclusion of each sectional. Attendance concerns of members should be reported to the directors immediately. Section Leaders will start and end all sectionals ON TIME. Section Leaders will also take attendance during stretch time of any rehearsal and immediately report tardies/absences to the Head Drum Major. The section leader will maintain high standards and help struggling students one-on-one outside of sectional/rehearsal time (after school, AcLab). The Section Leader will also be expected to be the Morale Officer for their section – being positive, building people up, being friendly and caring about their members as friends. The Section Leader will be responsible for planning summer sectionals, creating a calendar of summer sectionals with dates/times/addresses, as well as planning social activities/traditions during the season to improve morale. **The Section Leader is held to a higher performance standard than the general member**, and as such is expected to memorize all show music and stand tune music prior to their section, be a musical leader, and work with the directors to communicate musical details to their section. The Section Leader will take notes after each rehearsal of any changes to the printed music by the Staff to review with their section. Playing skills, private lesson instruction, and personal maturity/responsibility will be strongly considered when selecting Section Leaders.