

University of Alberta HSMUN 2012 Volunteer Application

After carefully reading both the position descriptions and staff expectations, please fill out the following application. To submit your application, send it and a resume to hsmun@ualberta.ca, or put it in a sealed envelope and slide it under the door of Tory 15-09 by **SEPTEMBER 16, 2011**. We will let you know about interview times as soon as possible. Writing samples may be requested at that time as applicable.

Name: _____

Program of study: _____

Year of current program: _____

Email address: _____

Phone Number: _____

Past Experience with HSMUN? Yes or No

If yes, as a delegate and/or staff ?

Positions you are applying for (give us your top 3 choices):

1. _____

2. _____

3. _____

Why are you well suited for these positions?

*****If you are applying for a News Position, please submit a one page sample of your writing. This sample can include: past essay excerpts, previous journalistic experience, short stories, etc. Please don't write something exclusively for this interview, whatever you give us will be fine*****

How would you would rate yourself on the following (with 1 being the lowest and 5 being the highest):

Knowledge of International affairs: 1 2 3 4 5

Writing ability: 1 2 3 4 5

Research capabilities: 1 2 3 4 5

Public speaking: 1 2 3 4 5

Comfort with Blogs/Web based tech: 1 2 3 4 5

Comfort with Microsoft Office Apps: 1 2 3 4 5

The following are dates on which meetings will be held that the majority of volunteers will have to attend (as specified in position descriptions). Meetings tend to be on Saturday afternoons from 1-4PM:

October 10, 2011 (evening) - Full staff meeting

November 5, 2011 - Training session

January 14, 2011 - Training Session

Feb 4, 2011 - Full staff meeting

Feb 23-25, 2011 – CONFERENCE!

Are you available on all of the above dates? Yes or No

If no, for which are you not available and why?

What is the best time to schedule your interview?

We will do our best to accommodate you and try to schedule interviews during the day on weekdays. Interviews last no longer than 10-15 minutes. Applicants for dais, intervention and news may be asked to bring a half-page writing sample with them.

September 19th – 8AM-10AM ; 10AM-12PM; 4PM-6PM

September 20th – 8AM-10AM ; 12:30PM-2PM; 4PM-6PM

September 21st – 8AM-10AM ; 10AM-1PM; 3PM-5PM

September 22nd – 8AM-10AM ; 10AM-12PM; 12PM-2PM

September 23rd – 8AM-10AM ; 10AM-12PM; 12PM-1PM

If you can't make any of the above times or are only free for short periods please give us more detailed availabilities below.

Anything else you'd like to tell us, or specific questions you would like us to answer before your interview?

Thank you for taking the time to fill out this application - we will be in contact with you shortly after the submission deadline passes. If you have any questions about this application, or the application process, please email hsmun@ualberta.ca.

Applications are due 16 September 2011. Late applications will not be accepted.