
The Big Event 2010

Operations Staff Application

On **April 17th, 2010**, an estimated 5,000 OU students, faculty, and staff will unite in an unparalleled effort to say “thank you” to the surrounding community during OU’s official day of community service.

The **Eleventh** annual Big Event will impact hundreds of community organizations throughout the Norman and Oklahoma City metro area. As the largest student-run community service effort in the state, The Big Event unifies the campus and the surrounding community to show gratitude through volunteerism.

The Operations Staff is comprised of 30 students who are dedicated, responsible and reliable. The success of The Big Event is affected by the commitment of the Operations Staff to take initiative.

The Operations Staff directly supports the activities of The Big Event Executive Team. As part of Operations Staff, you will be individually responsible for:

- Visiting locations across the community (i.e. Norman, Oklahoma City etc.) and coordinating jobs and materials for those sites.
- Communicating with various campus organizations, committees and volunteers on behalf of The Big Event.
- Assisting with volunteer recruitment and planning special events.

The Big Event Operations Staff meets every Monday evening during the spring semester leading up to the Big Day on **Saturday, April 17th, 2010**. All meetings are mandatory. The first meeting of the fall semester will be on **Sunday, December 6th at 5:30 pm**.

Four copies of this application, along with a one-page resume, and essays are due **Friday, November 13th by 5 pm** to the **Center for Student Life, located on the 3rd floor** of the Oklahoma Memorial Union.

Also be sure to support the Big Event by eating at Panera Bread (2200 West Main Street) **November 12, at 5pm**. Part of all proceeds help fund the Big Event!

If you have any questions or concerns, please call Greg Emde at (405)550-8682 or Mallory McGroarty at (214)552-9535 or e-mail us at bigeventops@ou.edu.



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Name _____

Major _____ Classification _____

Cell Phone () _____

E-mail Address _____

Shirt Size: Small Medium Large X-Large

Application Guidelines:

Page One: This sheet filled out.

Page Two: Attach a one page resume.

Page Three: Answer the following questions on a separate page of paper (maximum length of two pages).

1. Please list any relevant experience you have with The Big Event or any campus involvement, leadership positions and community involvement.
2. What has been your favorite community service project you have participated in? What lessons did you learn from this project?
3. The Operations Staff Members need to be able to communicate well with different people at jobsites. What qualities do you think build a strong communicator?
4. Interviews will be held the evening of November 18th, 19th and 20th. Please indicate which day(s) and times you are available.

Three copies of this application are due **Friday, November 13th at 5 pm in the Center for Student Life located on the 3rd floor** of the Oklahoma Memorial Union (OMU 356).

The University of Oklahoma is an Equal Opportunity Institution.

For accommodations on the basis of disability, please call (405) 325-7912.
