Rock Creek Phi Theta Kappa
Beta Gamma Lambda Chapter

Info Packet and Application
Dear Potential Phi Theta Kappa Officer:

We are excited you are interested in joining the Phi Theta Kappa Officer team at PCC Rock Creek.

The Mission of the Rock Creek Phi Theta Kappa Officer Team is to recognize and encourage scholarship, academic achievement and excellence among students of Rock Creek Portland Community College. The officers will provide and promote opportunities for individual growth and the development of leadership, scholarship, fellowship and service to the community. Officers will strive to create an intellectual climate for exchange of ideas, ideals, and stimulation of interest in continuing academic excellence.

We, the Rock Creek Phi Theta Kappa Advisors, provide the Phi Theta Kappa student officers the opportunity to gain and apply skills in team building, communication, event planning, and leadership development. We believe the skills you develop now, will be utilized throughout your academic and professional careers. If selected as an officer, it will be our honor to assist you in the exploration of your strengths and overcoming your challenges.

In addition, we believe in the value and worth of each individual. We embrace diversity and encourage the expression of your individual and unique worldview. We look forward to learning from our new leadership team, and we know the upcoming year will provide opportunities for growth and success.

Please carefully read the following material. In addition, you will need to complete and return the application and required documents by May 10th to the Student Help Desk in Building 3.

Sincerely,

The Rock Creek Phi Theta Kappa Advising Team:
Josh Peters-McBride
Loretta Dike
DeLinda Martin-Huggins
EXPECTATIONS

IF YOU BECOME A PHI THETA KAPPA OFFICER, YOUR COMMITMENTS WILL BE AS FOLLOWS:

All officers must be members of Phi Theta Kappa, in good standing, have a Grade Point Average of 3.0, and must be carrying a course load of at least 8 quarter hours.

Principle Accountabilities/Essential Functions:

- Conduct Phi Theta Kappa orientations each term
- Conduct Phi Theta Kappa Inductions at the end of the year
- Maintain website, Facebook and MyPCC group page
- Attend Regional Phi Theta Kappa meetings
- Plan Community Service Events
- Propose and facilitate scholarship activities and events for the members of the campus/college community.
- Propose and coordinate service activities and events for the members, the campus, college, and community.
- Be the chapter’s representative to the communities of outside service organizations as appropriate.
- Activities based on the 2013-2014 Honors Study Topic: The Culture of Competition
- Other duties as assigned

Representing Phi Theta Kappa, ASPCC, Clubs and students:

- Provide Phi Theta Kappa representation at all weekly ASPCC Congress Meetings
- Participate in weekly office and member meetings
- Attend all mandatory leadership trainings
- Other duties as assigned

Deadline: Friday, May 10th by 5:00 pm
All application materials need to be turned into Loretta Dike, at the Student Help Desk, Building 3 by 5:00 pm on May 10th. Incomplete applications WILL NOT be considered.

Interviews will be held beginning May 13th through May 17th
THE APPLICATION

Name: __________________________________________

APPLICATION QUESTIONS:
Please type responses on a separate paper and submit with application.

1. Why do you want to be a Phi Theta Kappa Officer?
2. What is your personal definition of self-discipline, accountability, and teamwork as they relate to this position?
3. List some of your strengths and describe a time when you were able to use them.
4. Describe how a student leadership position contributes to your educational goals.
5. What leadership qualities do you bring to a student leadership position?

APPLICATION INFORMATION

Name: ___________________________________________ Phone: ______________________
Address: ________________________________________ City and Zip: ________________
G# ____________________________ MyPCC Email: __________________________
Cumulative GPA: ______________
How many credit hours do you anticipate taking for Fall 2013? ______________________

List three personal references:
Name (Reference 1): ___________________________ Title: __________________________
Phone: ___________________________ Email: __________________________

Name (Reference 2): ___________________________ Title: __________________________
Phone: ___________________________ Email: __________________________

Name (Reference 3): ___________________________ Title: __________________________
Phone: ___________________________ Email: __________________________

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