



**Get caught headbanded.**

## **The Purpose of Dance Marathon**

1. Plan, organize, and execute a year-long philanthropy and fundraising campaign for Children's Miracle Network (hereby referred to as CMN) and Children's Healthcare of Atlanta culminating in a day-long celebration known as Dance Marathon.
2. Enhance the spirit of community service at Georgia Tech without detracting from programs already in place.
3. Encourage Georgia Tech student participation in community service through the events.
4. Provide leadership experience to committee members and all others involved with planning the event.

## **Explanation of Steering Committee Positions**

**Executive Director:** The Executive Director will be the executive officer of the Steering Committee and will preside at all meetings of the Steering Committee. The Executive Director is responsible for communicating with a CMN representative concerning DM@GT.

**Logistics Chair:** The Logistics Chair is responsible for working with the entire Steering Committee to develop a timetable and schedule for DM@GT. The Logistics Chair is the junior executive officer, is responsible for meeting minutes and agendas, and will act on behalf of the Executive Director in the event of his/her absence.

**Corporate Sponsorship Chair:** The Corporate Sponsorship Chair is responsible for gathering support and donations from local businesses and organizations. The Corporate Sponsorship Chair will also work with on-campus organizations for support.

**Entertainment Chair:** The Entertainment Chair will plan all activities for the Dance Marathon. Tasks may include hiring a disc jockey, recruiting performance groups, organizing tournaments, and planning themed dancing events.

**Publicity Chair:** The Publicity Chair is responsible for all recruitment and public relations efforts as well as encouraging participation on campus through advertising techniques. The Publicity Chair is also responsible for the creation of t-shirts and awards for the event.

**Events Chair:** The Events Chair is responsible for planning smaller events/fundraisers prior to the Dance Marathon in order to increase awareness of CMN, promote the event itself, and/or fundraise. The Events Chair will also be responsible for coordinating thank-you notes following the Marathon.



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**Patient Relations Chair:** The Patient Relations Chair is responsible for coordinating Miracle Children and hospital patients for all on and off-campus affairs. Tasks include but are not limited to recruiting miracle children for the event, organizing hospital visits, and encouraging strong relationships with patient families.

**Donations Chair:** The Donations Chair is responsible for all financial aspects of the event. The Donations Chair will handle the costs of the event throughout the year through receipts and reimbursements and the final donation to CMN. The Donations Chair will also oversee the Letter-Writing Campaign.

**Morale Team Captain:** The Morale Team Captain is responsible for furthering participant interest after participants have registered for the event. These responsibilities include, but are not limited to, organizing morale groups, selecting morale group leaders in a manner deemed appropriate, encouraging further donations, developing morale group events, and sending reminders.

**Information Technology Chair:** The Information Technology Chair is responsible for the creation and maintenance of a website and online system for DM@GT. The Information Technology Chair oversees the participant registration process.

### **Important Dates**

Wednesday, March 11, 3 PM	Applications due to Student Success Center Room 286
March 23	Executive Director Interviews
March 24-26	Steering Committee Interviews
March 30, 7pm	Turnover Meeting
April 18	Retreat (tentatively scheduled)
July 17-19	National Conference

**When you turn in your application, please sign up for an interview time. Interviews for Executive Director will take place on March 23 and the Executive Director will be chosen that night. The new Executive Director will assist in the process of interviewing the rest of the applicants. If you have any questions please contact Craig Rawe at [craig.rawe@gatech.edu](mailto:craig.rawe@gatech.edu).**



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**Application for 2009-2010 Dance Marathon Steering Committee**

Name: \_\_\_\_\_

Year(1<sup>st</sup>,2<sup>nd</sup>, etc): \_\_\_\_\_ Expected Graduation Date: \_\_\_\_\_

Major: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

Will you be on campus in	- Summer 2009?	Yes / No
	- Fall 2009?	Yes / No
	- Spring 2010?*	Yes / No

*\*You must be on campus in Spring 2009 to apply!*

**Please rank the 4 positions you are most interested in: (1-4, 1=highest interest):**

- \_\_\_\_ Executive Director
- \_\_\_\_ Logistics Chair
- \_\_\_\_ Corporate Sponsorship Chair
- \_\_\_\_ Entertainment Chair
- \_\_\_\_ Events Chair
- \_\_\_\_ Publicity Chair
- \_\_\_\_ Patient Relations Chair
- \_\_\_\_ Donations Chair
- \_\_\_\_ Information Technology Chair
- \_\_\_\_ Morale Team Captain

**Please answer the following questions briefly:**

- 1.) What is your motivation for applying for Dance Marathon Steering Committee, and what do you hope to gain from your experience?
- 2.) What direction would you like to see Dance Marathon go in? What are the organization's current strengths and weaknesses?
- 3.) Describe any experience you have for your desired Steering Committee position(s), and also describe what you will do for/with the position(s).
- 4.) Please list your campus involvement and anticipated time commitment through Spring 2010, ranking your priority with each one (including Dance Marathon), with 1 being the highest.

**Please include a letter of recommendation from an on-campus source.**