

**Be A Part Of A Positive
New Direction In Campus Activities**



**Join the APCA
REGIONAL ADVISORY
COMMITTEES!**



Association for the Promotion of Campus Activities
www.APCA.com 800.681.5031

APCA Regional Advisory Committee

OVERVIEW



Do you want to be part of a fast growing, dynamic organization? Being a part of the RAC gives you the opportunity to use your talent and ability to work with other advisors to help make the APCA the very best it can be.

The RAC will be made up of APCA members that are interested in having a voice in developing the organization and meet

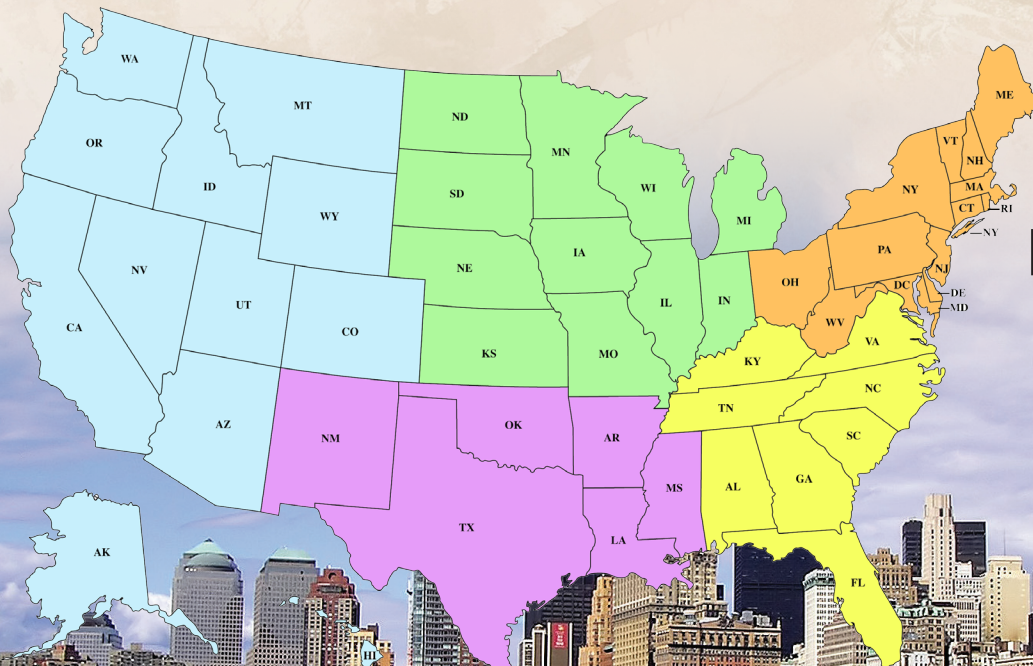
the qualifications outlined for each committee position. Each of the five APCA regions will have a Regional Coordinator and one State Coordinator from each state in the region. The Regional and State Coordinators will work closely with the APCA Executive Director and staff to help consistently improve the APCA Programming Conferences, APCA Showcases, and APCA Advisor's Institutes. They will also play a key role in the growth of the APCA through the recruitment of new members. Applicants for an RAC position must be employed by an APCA member institution, and all RAC positions are one (1) year terms. All RAC members that hold a position on the National and/or Regional committees must provide a letter of financial and time-off of support from the institution they represent when applying for committee selection.

All members interested in being selected to hold a position as either a state and/or regional coordinator must complete and submit an APCA Advisory Committee Application, found in this brochure or online at www.apca.com. Submitting an application does not guarantee an appointed position on a committee. Membership in the RAC promises to be a fun, exciting way to make a difference nationwide through networking with other professionals.



- The APCA Regional structure consists of five (5) Regions (South East, North East, Western, South Central, and Mid West Region), and each RAC will consist of one (1) state coordinator from each state within the regions, the Regional Coordinator, the Immediate Past Regional Coordinator, the Regional Coordinator Elect, two (2) Associate Member Representatives and the APCA Executive Director.

■ Western Region ■ South Central Region ■ Mid-West Region ■ Southeast Region ■ Northeast Region



APCA REGIONAL BREAKDOWN



POSITIONS AVAILABLE

APCA Regional Coordinator

Qualifications: The APCA Regional Area Coordinator must have a minimum of two (2) years of experience with the APCA as well as work experience, a minimum educational level of a bachelors degree, intrapersonal skills and experience in the planning, organizational recruiting, program development, meeting facilitation, delegation of authority, volunteerism coordination and organizing of relevant campus activities. They must provide a letter of financial and time-off support from the institution they currently represent.

General Responsibilities: The coordinator of the APCA Regional Advisory Committee (RAC) is responsible for overseeing the RAC board meetings and establishing a working relationship between the Regional APCA Advisory Committee, the APCA National Advisory Committee and the APCA Office. The regional coordinator will also be responsible for the development of volunteerism, communication, and the implementation of the ethics and standards policies of the APCA within their region.

They will promote, recruit, and strive to expand the membership of the APCA within their regions.

Specific Responsibilities:

- Presides at all the Regional APCA Advisory Committee meetings.
- Will serve on the NAC as the coordinator representing their region.
- Assures that the RAC (Regional APCA Advisory Committee) officers are informed of the policies and scheduled events of the APCA.
- Complete an annual report (due February 1st), online at www.apca.com
- Develops and works to help establish APCA regional professional development programs for campus activities advisors.
- Assists with recruiting, developing, and retaining of new APCA regional committee officers.
- Submit proposals for new APCA regional polices and operational procedures.
- They must be able to attend (with financial support & time-off from their represented institution) their regional conference and the APCA national conference.
- Acts as a liaison between the APCA national office and the regional advisory committee.
- Oversees the meeting of the regional advisory committee held at their APCA regional conference.
- Assist the APCA Office with the recruitment, development and retention of volunteers for the regional and national conferences.
- Assist state coordinators within their region with recruitment, retention and facilitation of APCA membership development programs.



APCA State Coordinator

Qualifications: An APCA State Coordinator must have a minimum of one (1) year of experience with the APCA and a minimum of an associate degree. They should have some work experience in the planning and execution of educational sessions, campus activities event coordination, drive in workshops and APCA programming conferences. They must provide a letter of financial and time-off support from the college they currently represent.

General Responsibilities: The State Coordinator sends general updates on campus activities events and happenings in their state to their regional coordinator and to the APCA school members in their state via the APCA website. They will act as a liaison between their individual states and the APCA regional committee. The state coordinator will help to develop new programs for their regional conference, help to retain current members, expand membership growth, train new leaders and make recommendations for new programs at the regional conference RAC meeting.

Specific Responsibilities:

- Represent their state at all regional advisory committee meetings at their regional conference.
- State coordinators are encouraged to host a one-day drive in for campus activities staff professional development during their term of office. The drive in will be developed with APCA assistance.
- They must be able to attend (with financial support & time-off from their represented college) their regional APCA conference & the APCA national conferences.
- Submit an annual state representative report, (due February 1st) online at www.apca.com
- Helps communicate information about APCA's conferences, workshops, and programs to the institutions in their individual state via articles submitted to the APCA Student Activities Journal.
- Assist the APCA office with promoting the association within their region and individual state.
- Assist the APCA office with the recruitment of committee officers and volunteers for regional and national conferences from their individual state.
- Votes on appointments of the regional advisory committee (RAC) coordinator.
- Submits informative articles for publication in the APCA regional newsletter.

APCA Advisory Committee Application & Committee Selection Form



Name: _____ School: _____

Address: _____

Phone: _____ Fax: _____ Title: _____ Email: _____

Educational Information

Date Attended: _____ College/University: _____

Major: _____ Degree: _____

Other Colleges Attended: _____

Work Related Experience

Dates: _____ Business/School: _____ Position: _____

Responsibilities: _____

Regional Advisory Committee: (Select One) Regional Coordinator State Coordinator

All applications will need to include the following items:

- A color photo (head shot) emailed to the APCA Office
- A letter of financial & time off support from the institution you will represent during your committee position term.
- A 150 word biography statement as it would appear in APCA publications.
- Position/Committee Selection Form

APPLY ONLINE

APCA Advisory Committee Application & Committee Selection Form

To apply for the APCA National and/or Regional Advisory Committee positions, please complete the following application at http://www.apca.com/rac_apply.php and submit.



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photos and updates

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