

Executive Council Applicant Information

2023-24 School Year

- The “Executive Council Application Form” (**hyperlinked at the end of this document**) must be submitted by March 24th, 7pm.
 - Parent(s) must submit their consent by March 25th, 12:00pm

Checklist of to dos:

- Read all the information below with your parent(s)
- Be familiar with the job you are applying for. Freshmen can only apply for Sophomore Class President or Vice President. Sophomores and Juniors may apply for ASB Cabinet positions.
- Be familiar with the [ASB Constitution](#)
- Make sure you and your parents are familiar with the [Code of Ethics](#)
- Complete your [Written Interview](#) and be sure it is [submitted here](#)
- Complete the [Executive Council Application Form](#)
- Elected positions only-Take a video of your stump speech for the ASB and [submit your speech video here](#)(the topics below are ideas you can cover in your speech. These videos will be linked to the ballot for students to view)
 - Introduce yourself and the position you are running for
 - What do you think the purpose of Executive Council is?
 - What sets you apart as an applicant? Why should people vote for you?
 - What would you like to accomplish on council next year? Describe your plan.
- Send the following link to your parent’s email and make sure they complete it by the deadline: [22-23 Parent Consent Form](#)

General Information

- You must have a minimum **3.0 GPA and no Fs** to run for office
- You must have a fair understanding of the position for which you are applying and the ASB Constitution
- [Job Descriptions](#): This document carefully lays out the expectations for each position. Read over this thoroughly.
- [ASB Constitution](#): This is another resource to read over before applying, job positions are also listed here.
- [Candidate Eligibility](#) will be established before interviews and elections begin and continue through the interview process.
- All applicants are to be interviewed by current Council members. If you have limitations regarding internet access or device availability, please contact the ASB Vice President at 23desautol@student.njuhsd.com
- You will be asked a series of questions by the current Executive Council including, but not limited to...
 - Your specific plans for your position
 - Your qualifications to hold the position
 - **You will be contacted by the ASB Vice President with an interview time**
 - It is a good idea to wear professional attire for your interview
- All members of Executive Council will be enrolled in the **Leadership class** for the school year
 - This will dictate some schedule options
 - See the Activities Director for information
- All applicants are required to complete the [Written Interview](#) questions **by the application due date**
 - Written interviews should be [submitted here](#)
 - All members of Executive Council are required to attend Executive Council and Student Congress meetings
- Executive Council is a **considerable time commitment**
 - Plan on devoting time after school and on weekends

- Make sure you are applying for the right reasons
- Executive Council is a great way to truly make a difference on campus
- Executive Council meetings are held once a week during Flex time
- Student Congress meets at least once per month during the school day
- **Required Dates**
 - Frosh Orientation: **TBD (week before school starts)**
 - All members of the Executive Council must attend the one day summer retreat on August 1, 2023
 - All first week of school activities: spirit days, rally run throughs, rally, dance set up and clean up
 - **Homecoming week for fall 2023 is 10/2-10/6.** Participation in spirit weeks, decorations, rallies, halftime shows, and dances is expected

Appointed Officer Information

- Appointed Officers are installed based solely on the interview process
 - Interviews will be held for Appointed Officers after the results of the general election have been released
- Applicants who ran for an elected office unsuccessfully may also run for an appointed office
- You should **not** make/post campaign materials for an Appointed Office

Officer Code of Ethics

- All members of Executive Council shall adhere to the [Code of Ethics](#)
- Violation of the code will result in **immediate removal from office** by the Activities Director
- The Activities Director reserves the right to define behavior unbecoming of a Member of Executive Council, and may interpret and apply the code as they deem necessary

Application Form

- By submitting the [Executive Council Application Form](#), you are acknowledging that...
 - Any violation of the rules in this document may require disciplinary measures and will result in disqualification
 - A record of good scholarship must be maintained in order to hold a position on Executive Council
 - **Members of Executive Council will be enrolled in Leadership class** for the school year
 - Failure to fulfill the duties and requirements outlined in the ASB Constitution will result in removal from office and the class
 - Executive Council is a considerable time commitment and may require **devotion of time after school and on weekends**

Parent Consent

- The parent(s) of every applicant must...
 - Read and discuss the information in this document with their student
 - Understand the duties/requirements of the Executive Council Position for which their child is applying
 - Be prepared to give their child the necessary support to fulfill the obligations of Executive Council
- A consent form must be emailed by the applicant to his/her parents (using the address provided by the applicant) and must be completed by **March 11th, 12:00 pm** in order for their child's application to be considered

If you have any questions please contact ASB Vice President Liv DesAutels 23desautol@student.njuhsd.com