



What is H.O.P.E.?

BTHS H.O.P.E. is a community service club in Brooklyn Technical High School that focuses on providing help and happiness to many different causes and communities in need. In order to accomplish the goal of our club, we help our fellow students find and participate in various volunteer opportunities, make contributions to many different organizations, and plan many creative events that will hopefully make a huge impact in their lives. We hope that our efforts will be able to enlighten our peers about our community and help them create fun memories that will last a lifetime.

Positions Available:

President	The "Big Boss" of the club. Oversees the entirety of the club and ensures that all events, in or out, are maintained.
Vice-President	The "Parent of the Exec Board" of the club. Ensures relations among executives are within check and that all relations between members and executives are stable. Act as the president's main consultant.
Secretary	The "Bookkeeper" of the club. Maintain a member roster and keep track of member points and hours.
Treasurer	The "Banker" of the club. Organizer of fundraisers and record-keeper of all money transactions.
Club Representative	The "Advertiser" of the club. Propose fresh and new ideas to advertise the club and maintain the club brand. Create social media promotional materials.
Event Manager	The "Calendar" of the club. The Event Manager organizes and ensures that all the events are planned and sent out to members properly. Oversees the event coordinators.
Event Coordinator	The "Best Friend" of the club. Ensure that all events run smoothly. Responsible for planning events and more importantly making members feel welcome at events.
Creative Coordinator	The "Artist" of the club. Create and design all club graphic designs.

Important Dates:

Dates	Events
January 29th	Written Executive Application Releases
February 18th	Written Executive Applications Close
February 21st	Interview Sign-Up Released
February 26th - March 10th	In-School Interviews
March 24th-31st	Round Two Application Status
April 6th-7th	Executive Practical Assignment
April 22nd - 29th	New board announced

Outline of Application Process:

1. Submit **written executive application** [here](#) by February 18th at 11:59 PM
 - o Use a google doc in case you need to plan your responses out! :))
2. If you receive an email requesting that you sign up for a **casual in-person interview**, attend it. (Don't be nervous, we just want to know more about you!)
****Note not all applicants will receive an interview****
 - Available time slots TBD
 - Applicant cannot request interviews
 - Virtual interviews may be available, but not guaranteed.
3. After written applications and interviews, those who pass will receive an email about the **practical assignment** portion of the application process
 - Applicants will be put into a role revolving around a specialized task. Each applicant will work to complete and present their proposal in front of selected members from the H.O.P.E. executive board.
4. Applications will be reviewed by April 29th; those who passed the practical assignment will be invited to an **executive bonding event** as a welcome to our 10th Gen Exec Board.

Questions?

If you have any questions, please reach out to either Leyi or Maimuna!

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