



TeamsCode Application Packet

Please read this packet before applying [here](#).

General

Positions

Looking to join the TeamsCode officer team?

We are offering these positions:

1. Problem Writer
2. Logistics Coordinator
3. Web Development

A description of these positions will be provided below.

Volunteer Hours

TeamsCode is a registered 501(c)(3) non-profit organization, which means it is eligible to give volunteer hours. The **Presidential Volunteer Service Award (PVSA)** Certification is also standardized across Teamscode.

- On **August 1st of every calendar year**, everyone who wants the PVSA Award must count the work they've put in, and TeamsCode will issue this award.
- If you're interested in this award, please send a private message to anyone on the current Executive Team stating your interest along with your **full name, preferred email, and age on August 1st**.
- It is highly recommended that you **track your hours** in a spreadsheet, but a well-thought out estimation is okay as well. The current Executive Team will have the ultimate say in how many hours to issue to you.
- Please note that **volunteer hours from other organizations count towards PVSA as well**. If you have hours from other organizations, please show the current Executive Team evidence of your work there when you express your interest for this award.

Communication

TeamsCode's communication between organizers is done **through Discord**. You can join the community Discord server [here](#). Once you become an organizer, we'll make the organizer channels visible to you.

- All sub-team meetings are held on Discord **voice channels**
- Messages between sub-teams can be through Discord **group chats**, or the **designated Discord channels** in the TeamsCode server.

Problem Writer

Required Skills/Experience

- Competitive Programming Experience
 - USACO Gold or above or equivalent(Codeforces Candidate Master, Atcoder Blue, etc)
- Creative Mindset - Ability to come up with new, original problem ideas

Tasks

- Attend weekly meetings(1-2 hrs) **on designated time**
- For each contest, with the rest of the Problems Team, create **5 problems of each difficulty**: Easy, Medium, Hard, Very Hard
 - Easy problems will be around the difficulty of **USACO Bronze**
 - Very Hard problems will be around the difficulty of hard **USACO Gold or medium USACO Platinum problems**
- Expect to commit 3-4 **hours per week** starting 2-3 months before each contest
 - TeamsCode has 2-3 contests per year
 - The workload will be around 6-7 hours per week starting 2-3 weeks before contest

Logistics Coordinator

Required Skills/Experience

- Creativity - come up with new ways to better market TeamsCode competitions
- Communication skills
- Time management

Tasks

- Attend weekly meetings **on designated time**
- Sending emails to students and teachers
 - Using emailing platforms such as Zoho and Mailchimp
- Finding and contacting potential sponsors and speakers
- Graphic Design/Instagram posts
- Budget allocation

- Expect to commit **2-3 hours per week** starting 2-3 months before each contest and 6-7 hours per week starting 2-3 weeks before contest

Web Development

Required Skills/Experience

- Experience in creating websites with JavaScript Web Frameworks
 - Preferably in Vue.js
- Understanding of static page generation and server side rendering
- Experience with Git
- Creative Mindset - Ability to come up with new, original ideas to improve the website

Tasks

- Attend weekly meetings(1-2 hrs) **on designated time**
- Maintain the TeamsCode website and assist with any web development projects
- Expect to commit up to 3-4 **hours per week** when there's a project going on

Application Process

After reading through this packet, go to this [link](#) to apply. If we think you are qualified, we'll schedule an interview with you to determine if you are a good fit for the team.