

## Description

- Apps due March 14 @ 5pm
- Calendly links will be shared with interview slots for March 27 and 28
- More info about MAlt available at [go/malt](https://go/malt) and @malt\_midd
- The form can be accessed at [go/malt2026](https://go/malt2026)

### About this position:

Are you interested in gaining skills in program development, building confidence in community-engaged leadership, and gaining valuable knowledge in working with community partners locally and globally? This is a unique leadership position with a high-level of responsibility and an opportunity to work closely with both peer leaders and a CCE program advisor.

We can't wait to hear about your vision for MAlt. As always, contact Claire Tebbs, Natalia Smith, or Javier Merino if you need anything.

## Written Prompts

**MAlt Experience:** Please describe your history with MAlt. If not applicable, describe any other relevant experiences you may have with service-based trips or working with community partners.

**Why MAlt:** MAlt makes efforts to prepare trip leaders and participants to engage in authentic community-engaged experiences with community partners. Why are you interested in this work and which aspects of the club are you most interested in and/or eager to improve?

**Leadership Style:** Please describe your leadership style and what roles you tend to take on in team settings.

**Leadership Examples:** Describe at least two examples of times you have been in a collaborative leadership position.

**MAlt Outreach:** Please describe any ideas you have to advertise MAlt to potential participants/leaders/donors. How would you make MAlt's 20+ years of history more widely accessible? How would you target different demographics of students?

# Commitments

## Yearly Overview of the Co-Presidents' Responsibilities

|                |  |
|----------------|--|
| Ongoing        | <ul style="list-style-type: none"><li>-Meet with CCE MAlt program advisor weekly</li><li>-Maintain the MAlt instagram</li><li>-Respond to relevant MAlt emails</li><li>-Attend mandatory SAO/CEO (community engagement organizations) trainings throughout the year</li><li>-Meet with SGA finance committee if needed to advocate for our budget</li></ul>  |
| Spring 2025    | <ul style="list-style-type: none"><li>-Create and advertise the trip leader application</li><li>-Interview and select leaders (4 trips total in Feb 2026)</li><li>-Leadership transition in Presence</li><li>-Organise a meeting in May for the new trip leaders</li></ul>   |
| Summer 2025    | <ul style="list-style-type: none"><li>-Presidents offered a small summer stipend for staying connected with program advisor and trip leaders</li></ul>   |
| Fall 2025      | <p><b><u>Supporting Leaders:</u></b></p> <ul style="list-style-type: none"><li>-Attend the half-credit leader training course (<b>optional</b>, if you do attend, you can choose to get paid the regular 3 hr/wk salary or enroll for credit and reduce pay to 2 hr/wk)</li><li>-Organise social event(s) for MAlt leaders</li><li>-Meet with trip leaders socially for trip-planning updates and training course feedback (co-presidents can divide trips or attend meetings together)</li><li>-Support leaders in initiating their trip participant meetings</li></ul> <p><b><u>Supporting Participants:</u></b></p> <ul style="list-style-type: none"><li>-Represent MAlt at the club fair</li><li>-Create and advertise the participant application</li><li>-Host info sessions/application writing workshops</li><li>-Optional: allow applicants to reach out to you for extra application writing support</li><li>-Have participants selected by mid-October</li><li>-Plan and host the MAlt kickoff meeting at the end of October</li></ul> |
| J-Term 2026    | <ul style="list-style-type: none"><li>-Ensure that leaders meet weekly with their groups</li><li>-Plan and host a pre-departure meeting for participants to sign waivers</li><li>-Help with pre-departure tasks, e.g. organising trip binders</li></ul>  |
| Feb Break 2026 | <ul style="list-style-type: none"><li>-Decide how to advertise MAlt trips as they are happening (this year each group made their own ig and we reposted)</li><li>-Co-presidents will not attend trips in Feb 2026</li></ul>  |
| Spring 2026    | <ul style="list-style-type: none"><li>-Collect photos/videos from leaders</li></ul>  |

- Work with Claire to send out feedback forms
- Represent MAlt at the February club fair
- Plan and host a MAlt Reunion event
- Select the next presidents and continue to support them through May

Please **select which responsibilities excite you the most.**

- ☐ Managing the instagram @malt\_midd
- ☐ Outreach (leading application writing workshops/info sessions, tabling at the club fair)
- ☐ Managing finances/budget
- ☐ Drafting co-president/leader/participant applications
- ☐ Restructuring the participant selection process
- ☐ Supporting leaders (gathering feedback, setting up check-in meetings)
- ☐ Planning social events for leaders

List all other commitments you expect to have between Spring 2025 and Spring 2026, including frequency/the time it will take up. e.g. Language Tables waiter, Fall 2025, 2 hr shifts twice a week

Please confirm that you will be on campus next year (Fall, J-Term, and Spring) or let us know your plans otherwise. There is flexibility on a case-by-case basis, e.g. one president could go away for a week if the other is able to fill in.

## Additional Info

Please provide the name, position, email and/or phone number of at least one supervisor from a current or past leadership position (or anyone else that can speak to your leadership skills). Our program advisor may contact them after interviews for follow-up info.

Upload a copy of your resume.