



2017-2018 Spirit Master Application

Spirit Masters are the official student ambassadors of Western Kentucky University. The title “Spirit Masters” is derived from the university motto “The Spirit Makes the Master.” Our purpose is to provide an extra measure of hospitality at WKU, making visitors feel that they have had a truly exceptional experience. Spirit Masters work closely with those interested in promoting WKU including the Office of the President, the Office of Admissions, the Office of Alumni Affairs, the Office of WKU Athletics, and with various community groups.

If you are interested in applying to become a Spirit Master please take note of the following dates and deadlines:

Wednesday, November 9, 2016	Spirit Masters ‘Meet & Greet’ Gathering Downing Student Union 3 rd Floor / President’s Room- #3020 7:00 pm – 8:30 pm
Wednesday, March 1, 2017	Spirit Masters ‘Meet & Greet’ Gathering Downing Student Union- 3 rd Floor / President’s Room- #3020 7:00 pm – 8:30 pm
Wednesday, March 22, 2017	Spirit Master Application Deadline Submit <u>Spirit Master Application Packet</u> to: Attention: Lucinda F. Anderson, Chair Spirit Masters Advisory Council Office of Enrollment Management Suite #209/Wetherby Administration Bldg. Office Hours: 8:00 am – 4:30 pm
Friday, April 7, 2017	Post Schedule for First-Round Interviews Schedule Front Entrance Door / Wetherby Administration Building 8:00 am
April 10 – April 12, 2017 Monday - Wednesday	First-Round Interviews Cherry Hall 2 nd Floor / 5:30pm - 9:00 pm
Friday, April 14, 2017	Post Schedule for Second-Round Interviews Front Entrance Door / Wetherby Administration Building 8:00 am

April 17-19, 2017
Monday - Wednesday

Second-Round Interviews
Wetherby Administration Building – Lobby Level
Wetherby 1st Floor Conference Room/ Suite #150
Schedule Time (evening) - TBD

Wednesday, April 19, 2017

Spirit Masters, Class of 2017-2018
“Meet Me on the Hill”- Cherry Hall at Midnight

April 22-23, 2017
Saturday - Sunday

Spirit Master Training Retreat- Mandatory
Camp Loucon (overnight stay required)
Times - TBD

ABOUT THE SELECTION PROCESS

The selection of new Spirit Masters occurs in three parts: (1) Timely submission of a completed application with references, class schedule, unofficial academic transcript, and photo; (2) first-round interview for all applicants with a panel consisting of three to four members of the University faculty, staff and administration; and (3) a second-round interview for selected applicants with the Spirit Masters Advisory Council and additional appointed individuals. New Spirit Masters are selected based on their performance in all levels of the selection process.

Applicants participating in WKU Collegiate Programs – Study Abroad or Study Away- will follow the same interview process via Skype. Scheduling will be determined prior to first-round interviews.

Please Note: Students participating in the **Semester at Sea Program** (January – April) must complete the following process before their departure:

1. Submit the Spirit Master Application Packet by Tuesday, December 8, 2016 to Lucinda F. Anderson, Chair Spirit Masters Advisory Council, Office of Enrollment Management/Wetherby Administration Bldg./Suite#209/ 8:00 am-4:30pm
2. Conduct a videotaped interview on Thursday, December 8, 2016 with select members of the Spirit Masters Advisory Council. This interview will be shared with the entire Spirit Masters Advisory Council. This interview will be shared with the entire council during the second-round interviews in April.

MEMBERSHIP CRITERIA

- 1.) Cumulative GPA of 2.5 or higher
- 2.) At least second semester freshman classification

- 3.) Full-Time enrollment as an undergraduate student for the subsequent academic year.
- 4.) If selected as a new Spirit Master in the Spring of 2017, you must be enrolled 'on campus' for the following Fall semester. After your first full semester as a new Spirit Master, you may participate in the WKU-Collegiate Programs – Study Abroad or Study Away.
- 5.) Ability to devote at least sixty hours in the fall semester and forty hours in the spring semester to assignment obligations.
- 6.) Ability to attend the mandatory Spirit Masters Training Retreat/ April 22 – 23, 2017.
- 7.) Desire to learn all facets of WKU and remain updated on current events and progressive changes concerning the University community.
- 8.) Willingness to learn the Office of Admissions WKU Campus Tour, both shuttle and walking, and to present it in a professional manner to prospective students, their parents, and campus visitors.
- 9.) Excellent oral communication skills and poise while dealing with diverse groups of visitors.

SPIRIT MASTER APPLICATION PACKET

You are required to submit a **Spirit Master Application Packet** (within a 10"x13" manila sealed envelope) containing the following:

- 1.) Personal Information
- 2.) Short Answer Questions
- 3.) Recent 4"x6" photo/color-copy
- 4.) TopNet/current class schedule
- 5.) TopNet/unofficial academic transcript
- 6.) Reference Letters: a. Faculty; b. Staff or Community; and c. Student or Peer.
Each letter must be in an individual sealed envelope with reference's signature written across the sealed flap. Ensure your name is written on the front of the envelope and the enclosed letter of reference. Letters of reference may not be emailed EXCEPT in the case of those students participating in the Study Abroad or Study Away Programs.
- 7.) Indicate how you heard about Spirit Masters – for example – current Spirit Master (please list name), website, professor, MASTER Plan.

PERSONAL INFORMATION

Please print or type:

Full Name: _____

Preferred Name: _____

WKU ID: _____

Email: _____

Local Address (school):

Permanent Address (parents):

Local Phone: _____

Permanent Phone: _____

School Classification: _____

Completed Credit Hours: _____

Cumulative GPA: _____

Major: _____

Minor: _____

Place of Employment: _____

Work Phone: _____ Hours per week: _____

Are there dates or times that you would be unavailable for a first round interview? _____

If so, when would you not be available? _____

If currently participating in Study Abroad or Study Away during the interview process, please specify exact location (i.e. Harlaxton, Washington, D.C. etc.) _____

SHORT ANSWER QUESTIONS

Please answer the following questions. Limit your responses to a maximum 500 words per question. Be sure to number each answer with the correct question number.

- 1.) List ALL campus activities, organizations, or outside interests (hobbies, volunteer work, etc.) with which you are currently involved. Briefly mention any office(s) currently held and/or past positions held. If you are a freshman, this can date back to high school.
- 2.) What would you consider to be the most important attribute for one to possess in serving as an official representative of WKU and why?
- 3.) Suppose that a high school senior is applying to various colleges and is interested in knowing more about WKU. Other than size and diversity, how would you describe one advantage and one disadvantage of WKU to the prospective student?
- 4.) What do you expect to give and receive from involvement in Spirit Masters?
- 5.) What does "The Spirit Makes the Master" mean to you?

LETTERS OF REFERENCE

WKU Faculty Reference (WKU Classroom Setting)

Name: _____

Department: _____

Office Phone: _____

Office Hours: _____

WKU Staff or Community Reference

Name: _____

Department/Organization: _____

Office Phone: _____

Office Hours: _____

WKU Student or Peer Reference

Name: _____

Classification: _____

Phone: _____

If you have any questions regarding the selection process, please contact Ellen Linder, Spirit Master Chair, @ ellen.linder665@topper.wku.edu or Jordan Webb, Spirit Master Vice Chair, @ spiritmasters@wku.edu.

“The Spirit Makes the Master”