



2018-2019 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 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 various community groups.

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

November 15, 2017 Wednesday	Spirit Masters 'Meet & Greet' Gathering Downing Student Union, President's Room (3020) 7:00 p.m. - 8:30 p.m.
February 21, 2018 Wednesday	Spirit Masters 'Meet & Greet' Gathering Downing Student Union, 2123 7:00 p.m. - 8:30 p.m.
March 21, 2018 Wednesday	Spirit Master Application Deadline <u>Submit Spirit Master Application Packet to:</u> Lucinda F. Anderson Chair, Spirit Masters Advisory Council Wetherby Administration Building, Suite 109 Office Hours: 8:00 a.m. - 4:30 p.m.
April 6, 2018 Friday	Post Schedule for First-Round Interviews Wetherby Administration Building, Front Entrance Door 8:00 a.m.
April 9 - 11, 2018 Monday - Wednesday	First-Round Interviews Cherry Hall, 2 nd Floor 5:30 p.m. - 9:00 p.m. (Scheduled Times)
April 13, 2018 Friday	Post Schedule for Second-Round Interviews Wetherby Administration Building, Front Entrance Door 8:00 a.m.

April 16 - 18, 2018
Monday - Wednesday

Second-Round Interviews
Wetherby Administration Building, Lobby Level
1st Floor Conference Room, Suite #150
Scheduled Times (evening) - TBD

April 18, 2018
Wednesday

Spirit Masters, Class of 2018 - 2019
"Meet Me on the Hill"
Midnight, Cherry Hall

April 21 - 22, 2018
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 sealed and 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 5, 2017, to:

Lucinda F. Anderson
Chair, Spirit Masters Advisory Council
Wetherby Administration Building, Suite 109
Office Hours: 8:00 a.m. - 4:30 p.m.

2. Conduct a videotaped interview on Thursday, December 7, 2017, with select members of the Spirit Masters Advisory Council. This interview will be shared with the entire Spirit Masters Advisory 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 2018, 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 (60) hours in the fall semester and forty (40) hours in the spring semester to assignment obligations.
- 6.) Ability to attend the mandatory Spirit Masters Training Retreat; April 21 - 22, 2018.
- 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 interacting with diverse groups.

SPIRIT MASTER APPLICATION PACKET

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

- 1.) Personal Information
- 2.) Short Answer Questions (in typed document)
- 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 individually-sealed envelope with the 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, M.A.S.T.E.R. Plan]. Include this statement on your Short Answer document.

PERSONAL INFORMATION

Please print or type:

Full Name: _____

Preferred Name: _____

WKU ID: _____

Email: _____

Local Address (school):

Permanent Address (parent/guardian):

Local Phone: _____

Permanent Phone: _____

School Classification: _____

Completed Credit Hours: _____

Cumulative GPA: _____

Major(s): _____

Minor(s): _____

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? _____

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, and 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, include any positions held in 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? Why?
- 3.) Suppose that a high school senior is applying to various colleges and is interested in WKU. Aside from size and diversity, what would you consider one advantage of WKU? Additionally, what is one disadvantage?
- 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:

Chelsea Murray
Spirit Master Chair
chelsea.murray641@topper.wku.edu

Sarah Suggs
Spirit Master Vice Chair
spiritmasters@wku.edu

“The Spirit Makes the Master”