

Date of Application: _____

Last Name: _____ First Name: _____ Middle Initial: _____

Present Address: _____

City/State: _____ Zip Code: _____

Cell Phone: _____ Home Phone: _____

E-Mail Address: _____

Social Security #: _____ Cumulative Undergraduate GPA: _____

APPLICATION FOR (CHECK ONE):

- 2009 Spring Semester
- 2009 Fall Semester

GRADUATE DEGREE PROGRAM (CHECK ONE):

- College Student Personnel
- Health Education
- Health Sciences
- Law Enforcement Justice Administration
- Kinesiology/Exercise Science
- Kinesiology/Sport & Exercise Psychology
- Kinesiology/Wellness Promotion & Fitness Management
- Master of Business Administration
- Recreation, Parks & Tourism Administration
- Sport Management
- Other _____

PLEASE INDICATE YOUR INTEREST IN THE SIX ASSISTANTSHIPS LISTED BELOW BY NUMBERING THEM FROM 1 TO 6, WITH NUMBER 1 BEING YOUR FIRST PREFERENCE.

_____ **Aquatics and Facilities Management:** The Aquatics and Facilities Graduate Assistant assists in all aspects of supervision in the Aquatics Center in addition to responsibilities throughout the Spencer Student Recreation Center. Duties include risk management, scheduling, hiring, administering in-services, coordinating various aquatics programs and events, and evaluating lifeguards and training. Current lifeguard certification is required.

_____ **Facilities Management:** The Facility Graduate Assistant oversees various operations of the Spencer Student Recreation Center and performs duties associated within the facility. This position reports directly to the Assistant Director of Facilities. Responsibilities include providing exceptional customer service, utilizing conflict resolution skills, responding to injuries, supervising students, implementing risk management procedures, enforcing policies, hiring and training student employees, and facility scheduling.

_____ **Fitness:** The Fitness Graduate Assistant coordinates the fitness sessions including the hiring, training, and scheduling of instructors. Other responsibilities include scheduling clients for personal training, preparing and administering in-services, assist in teaching the in-house training courses for personal trainers and fitness instructors, planning fitness programs, providing students with healthy lifestyle information, and continuing cooperative programs with University offices. Background in Exercise Science, Health Wellness or Nutrition preferred.

_____ **Intramural Sports:** The Intramural Sports Graduate Assistant develops, organizes, and administers more than 40 individual, dual, and team sport events. Other responsibilities include recruiting, training, and evaluating supervisors and officials. The Graduate Assistant will aid in developing leadership opportunities for these employees, assisting the Western Illinois Officials' Association, and developing University relations. Official's certification preferred.

_____ **Design and Publications:** The Design and Publications Graduate Assistant develops marketing and promotional materials and publications for Campus Recreation. Projects will include, but are not limited to promotional flyers, newsletters, posters, postcards, t-shirts, media advertising, simple website updates, and informational brochures to keep students and the campus community informed about the Aquatics, Intramurals, Facilities, Fitness, and Sport Clubs programs, services, and events in Campus Recreation. Desired qualities include knowledge of Adobe CS3, innovative and creative sense of design, and organizational skills. This position supervises graphic design students and manages the project schedule.

_____ **Special Events:** The Special Events Graduate Assistant develops, organizes, and implements 8 to 12 Special Events, which are promoted through various marketing materials. This position requires the comprehensive planning and organization of each event from inception to conclusion, including the supervision of participants and volunteers.

PLEASE COMPLETE THE OTHER SIDE OF THIS APPLICATION.

PLEASE ANSWER THE FOLLOWING FIVE QUESTIONS ON A SEPARATE SHEET OF PAPER.

1. Please describe a personal leadership experience from your past and what you learned from that experience.
2. What skills/qualities do you possess that would enable you to be an effective graduate assistant for Campus Recreation?
3. Why are you specifically pursuing a graduate assistantship in Campus Recreation? How does this relate to your career goals?
4. Briefly describe your personal philosophy regarding the role of Campus Recreation.
 - a. In a student's development
 - b. In the life of a university
5. Please write a descriptive narrative about yourself that will allow us to know you better.

For full consideration, it is important that you return your application, your answers to this questionnaire, and your resume to:

Judy Yeast, Associate Director
Campus Recreation 206
Western Illinois University
1 University Circle
Macomb, IL 61455-1390

Please note that this application is in addition to the applications you have or will complete for the School of Graduate Studies.



**WESTERN
ILLINOIS
UNIVERSITY**