

Broadside Staff Applications

Hello! We are so happy that you are interested in applying for a position on the Broadside staff. We expect our members to generate creative ideas for the journal, work towards a diverse collection of student work, and to help promote Broadside across campus. Here are the specific descriptions of all the positions you can apply for:

Art/Poetry/Prose Editors

- Staying in touch with their staff and editor-in-chief
- Holding (respectful) meetings for their evaluators to review submissions once a week from when submissions open to a week after they end for each journal.
- Turn in evaluation ratings and feedback to editor-in-chief by the deadline
- Attending board meetings

Social Media Manager

- Updating social media (Instagram, Twitter, Facebook) and website
- Posting writing/art prompts, contests, deadlines, events, writers on campus, etc.
- Coming up with creative ways to build the community
- Representing *Broadside* and Bradley in a positive way
- Gaining approval from editor-in-chief for before posting anything
- Attending board meetings

Project Manager(s)

- Having knowledge of AND access to Adobe Indesign to create the journal(s)
- Working closely with the editor-in-chief to produce the journal(s)
- Deciding on specific details and designs of journal(s)
- Designing posters and other graphics
- Attending board meetings
- Working with the social media team on the *Broadside* website (optional)

Evaluators

- Reading through each submission for their respective team (art/prose/poetry)
- Giving honest and respectful feedback on each piece
- Attending meetings to vote on which submissions are to be published

* Indicates required question

1. Email *

2. First and Last Name *

3. School Email *

4. Year in School *

Mark only one oval.

☐ First Year

☐ Sophomore

☐ Junior

☐ Senior

☐ Other:

5. What is your major and minor(s)? *

6. Were you an Evaluator/Editor on Broadside last year? *

Mark only one oval.

☐ Yes

☐ No

7. Please explain your interest in being apart of the Broadside Staff *

8. If you would like to apply for an editor position, please select one below

Mark only one oval.

☐ Poetry Editor

☐ Prose Editor

☐ Art Editor

9. Please describe what qualifications you have for the editor position you have chosen. This can include academic, work, or extracurricular experiences.

10. If you would like to apply for an evaluator position, please select which committees you would like to be on (you can select multiple)

Check all that apply.

☐ Poetry Evaluator

☐ Prose Evaluator

☐ Art Evaluator

11. Please describe what qualifications you have for the evaluator position(s) you have chosen. This can include academic, work, or extracurricular experiences.

12. If you are interested in any other positions on Broadside staff, please select below

Check all that apply.

- ☐ Project Manager
- ☐ Social Media Manager

13. Please describe what qualifications you have for the exec position you have chosen. This can include academic, work, or extracurricular experiences.

14. If you are applying for an Exec Board position (every one except evaluators), please select your availability on Saturday Sept 16th for our first exec meeting. This time would be the **start time** of the meeting (should run for no longer than an hour)

Check all that apply.

- ☐ 11am
☐ 11:30am
☐ 12pm
☐ 12:30pm
☐ 1pm
☐ 1:30pm
☐ 2:00pm

15. Anything else we should know?

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