

**Quest at Pomona**

**2018-2019 Quest Executive Vice President Application**

Dear Applicant,

Thank you for your interest in the Executive Vice President position. The Executive Vice President shall act as a financial advisor to Quest and shall be tasked with the Quest Beyond the Nest initiative and development of the alumni network. The Quest Beyond the Nest initiative is aimed at making the resources, knowledge, and skills of Pomona Questies accessible to low-income/first-gen students at the other Claremont Colleges and high schools in the local area. Management of the alumni network will build upon previous progress, including the annual alumni panel, monthly alumni spotlight, and regular operations of social networks (LinkedIn and Facebook).

The Executive Vice President will work alongside the Co-Presidents as needed. This includes all committee work and mentor-related tasks, such as recruitment, training, and leading of Quest committees and mentors. They shall chair the Executive Board along with the Co-Presidents. It is also expected that the Vice President regularly attend workshops and meetings with staff/faculty members on campus about first-gen/low-income student initiatives and mentoring. Individuals who are passionate about the aforementioned initiatives and have worked with Quest’s Executive Board are strongly recommended to apply.

Please note: Compensation for this position is guaranteed, but the exact amount is to be determined.

**Eligibility:**

* Must be on campus for the entire 2018-2019 school year (cannot study abroad)
* Must be a sophomore, junior, or senior in the 2018-2019 school year
* Must be in good academic standing (not on academic probation)
* Must be able to video chat once a week for 1-2 hours over the summer

**Please note that the position has a yearlong stipend and the following responsibilities:**

* Work at least 4-5 hours per week with Quest
* Oversee expenditure sheet and discretionary budget allocation
* Recruit, interview, select, and train Quest committees
* Develop the alumni network and Quest Beyond the Nest initiatives
* Support the Quest Mentoring Program
* Troubleshoot any issues that may emerge throughout the year among student mentors, faculty mentors, and the larger Quest community

The application process consists of a written application (including a 250 word blurb that will be publicized to the Quest community as described in Question #7) and possibly an individual interview. We will also check your academic standing.

The written application is due by **Friday, April 6th at 5:00 PM**. Please e-mail your application to [claremont.questscholars@gmail.com](mailto:claremont.questscholars@gmail.com).

We look forward to getting to know you personally throughout the selection process.

Sincerely,

The 2018-2019 Selection Committee

**Name:**

**Phone:**

**Email:**

**Year: Major(s):**

**Mailbox: Student ID #:**

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Please keep response concise.

1. Why do you want to be a Quest Executive Vice President?
2. What does the Quest community mean to you?
3. What relevant experiences do you have that will help you in your role as a Quest Executive Vice President? Please be specific.
4. How do your personal values drive your leadership and vision?
5. Identify one unique issue for each of the following categories and answer how you would improve the issues as Executive Vice President, alongside the other members of the Executive Board?
   1. Quest as a student organization
   2. First-gen and/or Low-Income students, staff, faculty and allies in the community
6. At various points during the year, Quest requires a substantial time commitment from its Executive Vice President. Please list the extracurricular activities/jobs you plan to engage in next year, including the approximate amount of hours per week. What level of focus and commitment to Quest do you foresee?
7. This year, Quest’s E-Board has decided to add a public input component to the application process. We will be releasing candidate names and short blurbs so that the Quest community can provide their anonymous feedback on candidates (feedback will not be released to anyone except the Selection Committee). Please write a 250 word or less blurb about why you should serve as the Executive Vice President next year (please include some qualifications and outcomes/ goals you have in mind).
8. Is there anything else that you would like us to know?