



## SRMUN Executive Staff Application

Name:

E-Mail Address:

Phone Number:

Position  Secretary-General  
(if more than one, please  Director General  
rank preference)  Deputy Director General  
 Under Secretary-General

Year in School  Freshman  
 Sophomore  
 Junior  
 Senior  
 Graduate Student  
Expected Graduation (Semester/Year): \_\_\_\_\_  
 Working Professional  
Current position:

College or University:  
(attending or attended)

SRMUN Executive Staff  
or Board Reference:

All applications must be submitted to the  
President of the Board of Directors at  
([board.president@srmun.org](mailto:board.president@srmun.org)) and the  
Executive Director at  
([Mike.Gaspar@srmun.org](mailto:Mike.Gaspar@srmun.org)).



For All Candidates:

- Please provide a resume listing your education, Model United Nations experience, and career highlights. The resume is to be no longer than one page.

For Candidates: applying for the position of Secretary-General:

- Please draft a one page sample letter welcoming and inviting delegates to the conference. This letter is similar to what will be posted on the main page of the SRMUN website.

For candidates applying for the positions of Director-General and/or Deputy Director-General:

- Hiring a motivated staff and editing background guides are the vital components of the Director-General and Deputy Director-General jobs. Please provide a “help wanted” style advertisement for a director in which you describe what you would like to see in one of your SRMUN staffers. In addition, providing helpful editing comments to a staff member to further their writing is essential. Provide editing comments on the attached first draft. Edits should speak to substantive, grammatical, style choices and overall feedback.

For Candidates: applying for the position of Under Secretary-General:

- Please draft a short proposal outlining a project or plan you wish to see and implement for SRMUN Charlotte over the next year. This project could be for staff, conference services, or conference wide. Examples of current programs are the SRMUN Atlanta Consulate Program and the Staff Training videos. The proposal is to be no longer than one page and should include goals and the logistics of the project.