

**CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
ASCE STUDENT CHAPTER**



**First Year Representative
Application
2024-2025**

First Year Representative Application 2024-2025

Prospective Officer Information

Introduction

Thank you for your interest in the First Year Representative position. This unique opportunity will allow you to develop yourself in many ways, as well as provide a great service to your fellow classmates. Our ASCE Student Chapter is one of the strongest in the nation, and this is only made possible through the hard work of our members, officers, faculty, and department. Opportunities like this do not present themselves often and the experience of being on the ASCE Officer Board is very fulfilling. Please read the following information thoroughly and proceed to complete the subsequent steps.

First Year Representative Duties

The First Year Representative will attend all Officer and General Meetings. Your focus will be to recruit fellow classmates to attend and participate in ASCE events and programs. This position is to serve as an opportunity for first year transfers and freshmen to gain valuable exposure to the way the CPP ASCE Student Chapter functions and operates. This position will help provide tools that will further increase involvement with CPP ASCE. Tentative duties and desired leadership traits include but are not limited to the following:

- Arrive to all meetings on time (*punctual*)
- Publicize and promote ASCE events with non-members and classmates (*public speaking*)
- Commitment to ASCE duties (*dedication*)
- Desire to gain leadership experience (*goal-oriented*)
- Learn all officer position duties and assist as needed (*open-minded*)

Submission Guidelines

Application, Questionnaire and Resume

Applications are due in PDF format and are to be submitted via email to the CPP ASCE President, Jack Bussiere, at president@cppasce.org by **5:00 PM on Friday, September 13, 2024**. Please title your application and email subject line "ASCE Officer Application - FirstName LastName". *Late/incomplete applications will not be accepted.*

Unofficial Transcripts

Unofficial Transcripts are due in PDF format and are to be submitted via email to the Faculty Advisor, Dr. Simeng Li at sli@cpp.edu by **5:00 PM on Friday, September 13, 2024**. Please title your transcript and email subject line "ASCE Unofficial Transcript - FirstName LastName". *Late transcripts will not be accepted.*

Closing

Again this is a unique opportunity to be a part of our Officer Board for the upcoming year. I highly encourage you to apply and put forth your full effort as selection could become very competitive. Becoming an ASCE Officer will benefit you in many ways and I look forward to reading your application.

Respectfully,

Jack I. Bussiere, S.M.ASCE
ASCE Student Chapter President
California State Polytechnic University, Pomona

