

DIRECTOR OF EVENT PLANNING APPLICATION

*UP Magazine is Miami University’s student-run fashion and lifestyle magazine inspiring style and authenticity.* *UP Magazine is seeking talented, creative, committed, and driven student writers who are excited to be part of a collaborative and contemporary team.*

The Director of Event Planning of UP Magazine oversees the Event Planning Team. The Director of Event Planning is responsible for organizing, planning, and executing all UP Magazine related events throughout the school year. The Director of Event Planning must maintain regular communication with the Event Planning Team, hold in person meetings, and include Event Planners in the event planning process. The Director of Event Planning strives to be professional and passionate about expanding UP Magazine to be as visible as possible on campus, in Oxford, and beyond. This position requires leadership, commitment, creativity, drive, and communication.

**Name:**

**Email:**

**Year:**

**Phone:**

**Major(s):**

**Minor(s):**

**Current and/or previous experience with UP?**

**Related experience:**

**Current on-campus involvement:**

**What makes you the ideal candidate for this position?**

**How much time are you able to devote to UP each week?**

**List three innovative ideas we could incorporate into events to get more people to attend:**

**How will you hold team members accountable and involve them in the event planning process?**

**Additional comments:**