

TO: 2008 Eligible Candidates for the Student Leadership Employment Program

FROM: Kimberly Timpany, Associate Director of Leadership Development
Department of Student Activities, on behalf of the Commission of Student Affairs

DATE: Sunday, April 27, 2008

RE: Summer Leadership Employment Program (SLEP)

Each summer, on behalf of the Commission on Student Affairs (CSA) the Department of Student Activities offers the Summer Leadership Employment Program (SLEP) to presidents/chief officers (or designees) serving CSA representative student organizations. Participants serve regular organization office hours and meet for regularly scheduled leadership development activities, then in turn earn a salary for duties performed.

As the president or chief officer of a CSA organization, this is an excellent opportunity to network, develop leadership skills, and earn a salary while working toward effectively supporting the organization and the university. For program consideration, eligible students and their advisors must collaboratively submit an application and a descriptive performance plan (including details of specific duties). Applicants may complete the application by visiting this website survey: <https://survey.vt.edu/survey/entry.jsp?id=1209049005354> (you may need to cut and paste this address into your web browser). Descriptive performance plan worksheets are attached to this memo and applicants can complete this portion electronically or by hand and return signed forms to 316 (or 319 in my absence) Squires Student Center. I kindly ask officers elect (2008-2009) to read the application carefully to ensure the ability to fulfill all leadership development aspects of the program. **Applications are due** online (with development plans delivered to the Department of Student Activities Office, 319 Squires Student Center or emailed by both parties – applicant and advisor serving as an e-signature to timpany@vt.edu), **by 5 p.m., May 9, 2008**.

Applicants will receive final confirmation shortly after the application deadline. ***If the chief officer is unable to reside in Blacksburg this summer, I ask that s/he pass this information along to a designee within the respective organization in a timely manner.*** The Student Activities Department reminds each organization to update annual registration documents, and especially to provide an updated “Directory Information Form” with the office (319 Squires) to provide the most current officer information.

I sincerely hope that each organization takes advantage of this opportunity. Should you have any question about the process, please feel free to contact me at 540-231-5725 or timpany@vt.edu.