**2016-2017 CavsConnect Editor Application**

## If you are interested in becoming a CavsConnect Editor please fill out the following form. Once completed please turn it in to Ms. Suarez in the Student Activities room (9219) by 2:20 p.m. on February 19. CavsConnect is currently looking for staff members who are willing to dedicate themselves, expand their knowledge of journalism, become comfortable with approaching people they may not know, and be eager to learn.

### General Information:

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

T-Shirt Size: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ID Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Grade Level: \_\_\_\_\_\_\_\_\_\_\_\_\_

What academy are you in? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Current Schedule:**

Period # Teacher Name Room #

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**\*\* Please attach a wallet-size photo of yourself to this application prior to turning it in\*\***

**Personal Assessment:**

Why do you think you qualify for this editor position?

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If selected, what improvements would you implement within your section before the end of the first quarter? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What do you consider your biggest weaknesses? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Besides CavsConnect, what clubs or organizations (inside and outside of school) do you plan to be involved with next year?

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**Required Writing Sample:**

Please attach a typed writing sample (No longer than 200 words, in either English or Spanish) based on one of the following scenarios:

* News: Write an introductory paragraph for a story about Graduation. Include the 5 W’s (Who, what, when, where, & why) in your paragraph; Information does not have to be accurate.
* Sports: Write an introduction to a story about a sporting event. Include the 5 W’s (Who, what, when, where, & why) in your paragraph; Information does not have to be accurate.
* Reviews: Review a book, movie, or video game of your choice. Include your overall rating of the chosen topic on an A-F scale.
* Lifestyle: Describe the Do’s & Don’ts of a particular Fashion Trend.
* Opinion: Briefly argue your opinion on a topic of your choice. Be sure to address the opposition.

**\*\*You may use an article you have written for CavsConnect\*\***

**Your Editorial Interests:**

As a member of the CavsConnect staff, you will take on the role of an editor. Please read the brief description below of what these jobs entail before checking the boxes of the positions you are applying for.

***Editor-in-Chief:*** Manages CavsConnect as a whole, is responsible for running the class in an effective manner; runs brainstorm sessions and monitors grades, checks to make sure past drafts are uploaded.

***Managing Editor:*** Monitors the site on a weekly basis to ensure that all sections are being properly updated and creatively gathers ideas for changing the site’s template by comparing CavsConnect to nationally recognized pacemakers; submits heat tickets to SNO when CavsConnect suffers technical issues, monitors comments & plugins. Creates and posts cycle sheets; creates field trip packets for competitions.

***Copy Editor:*** Checks the articles for grammatical mistakes once section editors have already checked them; sends them to the Editor-in-Chief once they are ready for scheduling.

***Business Manager:*** In charge of collections, publishes News Briefs, updates the poll on a weekly basis, collects advertisement fees, and manages the traffic of the site. Organizes fundraising opportunities (i.e. DonorsChoose) and manages CAF&DM-related activities (Journalism Week, Field Day, Banquet, etc.).

***Multimedia Editor:*** Manages photography/ videography team by assigning them events to cover every month in the school year. Also makes infographics.

***Section Editor:*** Assists writers in writing their articles for the week, editing at home and in class to be sure that what is being written is ready for publishing.

News Sports Opinion Lifestyle Spotlights Reviews Spanish

**NOTE**: CavsConnect is a student run publication. It is an expectation that when you apply to be part of the staff, you are 100% committed and will complete all responsibilities. If you fail to meet deadlines or fulfill your responsibilities, your grades, and the quality of the site (due to frequent update), are negatively impacted by your decision. Please keep in mind that it is possible to be placed on probation.

**MANDATORY SUMMER TRAINING:** On the last week of school and August 15-17, CavsConnect will be hosting mandatory training sessions, where formatting, media, and class structure will be introduced. Failure to participate with no prior notice will result in removal from the staff.

***Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

***Parent Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_   
  
Parent Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***