



## MACRAO Newsletter Editor Application

Name \_\_\_\_\_

Institution \_\_\_\_\_

Position \_\_\_\_\_

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

Office Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

1. How many years have you been a MACRAO member? \_\_\_\_\_  
What has been your involvement with MACRAO?
2. Describe your skill set and experience as it pertains to being Newsletter Editor.
3. The Newsletter Editor serves as a non-voting member of MACRAO's Board of Directors, and thus requires some time commitment each month. The position's commitment includes sending monthly newsletter email blasts to the membership, serving as editor for other correspondence going out to the membership, and attends monthly meetings in Lansing; however, if a candidate is not within driving distance from Lansing, he/she can join us remotely (GoToMeeting, etc.).

In light of the above commitment, have you sought permission from your supervisor(s) prior to applying for this position? Is your institution in full support of this professional development opportunity?

I understand the time commitment associated with assuming the role of Newsletter Editor and agree to responsibilities and meetings as outlined on the application and in the position description. My supervisor is in support of this application as outlined by his/her signature below.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Supervisor Signature

\_\_\_\_\_  
Date