

LUV-day
A Project of the Women's Center
Application

Thank you for your interest in V-day Lehigh 2014. V-day Lehigh will be performing Eve Ensler's *Vagina Monologues* Thursday, February 6 and Friday, February 7, 2014.

V-Day is a global activist movement to end violence against women and girls. V-Day is a catalyst that promotes creative events to increase awareness, raise money, and revitalize the spirit of existing anti-violence organizations. V-Day generates broader attention for the fight to stop violence against women and girls, including rape, battery, incest, female genital mutilation (FGM), and sex slavery.

The Vagina Monologues is an award-winning play based on V-Day Founder/playwright Eve Ensler's interviews with more than 200 women. With humor and grace the piece celebrates women's sexuality and strength. Through this play and the liberation of this one word, countless women throughout the world have taken control of their bodies and their lives. For more than twelve years, *The Vagina Monologues* has given voice to experiences and feelings not previously exposed in public.

Position Descriptions:

All positions are required to

- meet with the V-day advisor twice a week once individually and once as a group,
- select the location and time of weekly rehearsals,
- attend all rehearsals,
- collaborate with the Women's Center,
- collaborate with campus and community organizations,
- complete all tasks by the deadlines,
- communicate with the cast, and
- adhere to the V-day organization rules and regulations

All three positions must work together. The positions descriptions are not exhaustive and may require additional responsibilities not listed. Each position requires 10-20 hours per week.

Producer: The producer's primary role is to **organize** V-day Lehigh and to **educate** the cast and campus about gender violence which is the mission of V-day. The producer is responsible for

- registering V-day Lehigh with V-day,
- applying for funding grants,
- advertising and marketing,
- communicating important information to the cast,
- overseeing the social media accounts,
- planning the education portion of weekly rehearsals (in close collaboration with The Director),
- planning and facilitating the V-day retreat,

- planning the dress rehearsal and performance meals,
- selecting the Vagina Warrior award(s),
- coordinating design of programs, tickets and t-shirts,
- supervising the Bobs,
- coordinating tabling at the Club Expo performance logistics, tabling before the performance,
- selecting beneficiaries,
- overseeing the budget, ,and
- developing forms for cast, rehearsal attendance policy, cast expectations, and cast gifts.

Director: The director’s primary role is **the performance**. The director is responsible for

- selecting audition dates and times,
- advertising and marketing for auditions,
- auditioning and selecting cast members,
- selecting monologues,
- assigning monologues to cast members,
- coaching cast members on their monologues,
- organizing and facilitating weekly rehearsals of monologues (in close collaboration with The Producer),
- organizing and facilitating a dress rehearsal, costumes, and set design including decorations, lighting and sound.

Fundraising Chair: The fundraising chair’s primary role is **to raise money** for V-day and V-day Lehigh’s chosen beneficiaries. The fundraising chair is responsible for

- advertising of fundraising events,
- planning and running fundraising events,
- assisting the cast in fundraising with letters and strategies,
- working with local businesses to obtain funding and donations, and
- collaborating with campus organizations for funding.

This written application is the first of two steps in the selection process. The Women’s Center Assistant Director, Coordinator, Director and previous V-day producer will review your application. All information provided on the application will be kept confidential. Please note that background checks will be performed through the Office of Student Conduct and the Dean of Students Office to ensure that you are in good standing and not in violation of any university policies. You can submit your applications to the Women’s Center UC 207 or electronically to bed4@lehigh.edu. **Please submit this application by Friday, April 12, 2013.**

Please note that interviews will only be granted to those who take the time to complete thoughtful, well-written applications. If your written application is accepted, you will be contacted to schedule an interview.

Again, thank you for your interest in V-day Lehigh 2014, and if you have any further questions, please contact me at 758-5808 or bed4@lehigh.edu. **Please keep this letter for your records.**

Sincerely,

Brooke DeSipio
Assistant Director
Lehigh University Women's Center

**V-day Lehigh
A Project of the Women's Center
Application**

I. PERSONAL DATA

1. Name: _____
2. Gender identity: _____
3. Local Address: _____
4. Hometown: _____
5. Telephone Number: (_____) _____
6. Email Address: _____
7. What is the best way to contact you? _____

II. EDUCATION

1. Current year in school: _____ 2. Overall GPA: _____
3. Major: _____ Minor: _____ / Graduate Program: _____
4. Number of credits expected fall 2013: ____ 5. Number of credits expected spring 2014 ____
6. List other time commitments you presently have in addition to your academics (e.g. work, groups, organizations, volunteer activities, sports):

III. PERSONAL INFORMATION

PLEASE TYPE YOUR ANSWERS TO THE NEXT 12 QUESTIONS AND ATTACH IT TO YOUR COMPLETED APPLICATION.

1. How did you learn about V-day Lehigh?
2. Have you ever been a cast member or volunteer for V-day? If so, please explain.
3. For which of the three positions are you applying and why?
4. Do you have any previous experience that is related to gender violence and the work V-day does? If so please explain.
5. Please describe your leadership/work style.
6. Please indicate your reasons for wanting to organize V-day Lehigh.
7. What do you hope to contribute to V-day Lehigh?
8. Are there any aspects of organizing V-day Lehigh might be challenging for you? If so, please explain.
9. In your opinion, what are the main gender violence issues at Lehigh and in the community?
10. Please talk about why you think the Women's Center's support of V-day furthers its mission to create gender equity on campus.
11. Describe your "self-care" strategies (e. g. how you manage stress, what you do to take care of yourself in an upsetting situation, etc.)
12. Any additional comments or information you would like to provide

V. SIGNATURE

1. By signing below, I confirm that the information provided on this application is truthful to the best of my knowledge. Lastly, note that we use Facebook as a learning tool and your photographs, group memberships, and general profile content are also subject to meeting acceptable standards.

(Print Name)

(Signature)

(Date)