

New Member Chair Duties

The general goal of the new member chair should be to bring new members into the Club, to create interest in the club and in the community, and to tally up point sheets for current and prospecting thespians to have it ready for inductions in the banquet; pushing the benefits of becoming a member of the Thespian Honor Society. This includes taking on individual projects as well as working with the school and community.

1. Grades and Absences

- a) The New Member Chair must maintain an overall GPA of 2.5 for EVERY grading period throughout the year. The New Member Chair must have no more than 2 unexcused absences in **any ONE class** per semester.
- b) Should the GPA dip below 2.5 for any grading period the New Member Chair will be put on probation for next 6 weeks. If the GPA is not brought to above 2.5 after the next grading period the position will be forfeited and an emergency election will be held to replace the New Member Chair
- c) Should the New Member Chair accrue 1 more (3) than 2 unexcused absences for any one semester then they will be put on probation for the remainder of that semester.
- d) If the New Member Chair remains at 3 for the semester, they will be taken off probation for the following semester.
- e) If the New Member Chair should accrue 1 more (4) unexcused absences in any one semester they will be removed from office and an emergency election will be held to replace the New Member Chair

2. Leadership

- a) All Officers must be current paid members of the Drama Club.
- b) All officers must be present for every drama club and officer meeting; on time and prepared with full knowledge of agenda and prepared to answer questions.
- c) All officers must conduct themselves in a manner that represents not only Steinbrenner High School but also our Drama Department; being polite, respectful and responsible young adults.
- d) All officers must keep the president and sponsor updated on all projects and happenings in their position.
- e) All officers are responsible for bringing new ideas to the program.
- f) All officers are required to be involved some capacity involved in any show or performance that the theatre troupe puts on
- g) All officers should be helping in many aspects of the club and not feel like their job is done once they have completed their position duties. If another officer requires assistance, any officer should be ready to step in and help out.

3. Special Events

- a. The New Member Chair is responsible for all summer events for the troupe, middle school connection day, freshmen orientation, any open houses throughout the year, and meetings involving clubs arranged by the school. The New Member Chair may organize a group to set up for and attend these events as well.

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4. Thespian Point Sheets

- a. The New Member Chair oversees tallying up point sheets for both current members of the Thespian Honor Society and prospecting members of Thespian Honor Society.
- b. The New Member Chair must also uphold the guidelines that all prospecting Thespian Honor Society members must have at least accumulated 4 Performance Based Points, 4 Technical Points, and 2 Fundraising Points to be inducted as a new thespian.
- c. Ensure that all non-inducted participants understand the benefits of becoming a thespian and reaching out to those that may not be aware that they qualify.

5. Publicity

- a. The New Member Chair works with the Publicity Officer and Social Media Manager with the placement of the publicity for everything the department does. This includes, but is not limited too; making sure posters are put up around Steinbrenner High School and also hanging posters to Martinez Middle School and any other schools in the area.

6. Middle School Connection

- a. New Member Chair oversees any duties that pertain to middle schooler enrollment.
 - a. This entails planning what will occur during Middle School Connection Day.
 - b. Communicate with choral and/or theatre directors at local middle schools.
 - c. Set up time to visit their schools during programming.

7. Consequences

- a. Any officer failing to comply with any of the above is subject to consequences which may include loss of position and title.
- b. In the event that an officer loses their position, the sponsor for the remainder of the year will appoint a replacement.