

## *Application and Selection Timeline:*

- **Saturday, January 19, by 11:59 PM** - Application deadline (email application to [apply@thetriangle.org](mailto:apply@thetriangle.org))
- **Wednesday, January 23** - If selected to interview, you will be contacted by this date with a time slot
- **Saturday, January 26** - Participate in an in-person interview; a time slot will be assigned to you
- **Sunday, January 27** - Final decision emails will be sent to all interviewees
- **Saturday, February 2** - Attend new staff training day!

*For more information, please contact the Staff Manager at [staff@thetriangle.org](mailto:staff@thetriangle.org)*

*A digital version of this application can be found at [www.thetriangle.org/join](http://www.thetriangle.org/join)*

## **Application Process**

1. Submit the following application materials:
  - Application form (attached)
  - Short answers to application questions
  - Supplemental materials (depends on positions, see page 3)
2. If selected, complete an in-person interview on Saturday, January 26.
3. If selected, attend new staff training day on Saturday, February 2.

Note: if you have any issues or conflicts with the above requirements, you should contact the Staff Manager as soon as possible at [staff@thetriangle.org](mailto:staff@thetriangle.org)

## **Expectations of The Triangle**

1. Actively contribute to The Triangle each term. This includes completing a total of three of the following requirements:
  - Writing and submitting an article which is published in The Triangle
  - Attending one event as as the photographer and taking at least one photo which is used in a Triangle publication
  - Copy editing three articles
  - Illustrating or helping illustrate one comic or graphic
  - Helping with one distribution cycle
  - Adding one feature to a Triangle software project or IT system
  - Resolving one IT support ticket
2. Help maintain a professional office environment and improve the newspaper
3. Uphold journalistic standards and report only the truth
4. Abide by the Bylaws set forth in the Triangle constitution

Please fill this form out electronically, or print and scan, and email to [apply@thetriangle.org](mailto:apply@thetriangle.org) before 11:59 PM on Saturday, January 19th.

Name:

Birth Date (MM/DD/YY):

Phone Number:

Drexel Email:

Major:

Minor/Concentration:

Year:    Freshman        Sophomore        Pre-Junior        Junior        Senior        Graduate Student

Co-op Cycle:    Fall-Winter        Spring-Summer        Other:

How did you hear about The Triangle?

What other clubs or organization are you in/plan to be in?

Please rank the areas you are interested in by numerical order, 1 being the most interested. Do not rank areas you are not interested in. These choices are non-binding and you may move positions at The Triangle at any time.

News Writing\*

Copy Editing

Opinion Writing\*

Graphic Design/Comic Illustration\*\*

Entertainment Writing\*

Web Development/Information Technology

Sports Writing\*

Business/Finance/Sales/Marketing

Photography\*\*

Distribution

Check all that apply. If it is impossible for you to attend any of these time slots, contact [apply@thetriangle.org](mailto:apply@thetriangle.org) immediately

Saturday, January 26 Interview Availability:

10:00 AM - 11:00 AM

11:00 AM - 12:00 PM

12:00 PM - 1:00 PM

1:00 PM - 2:00 PM

## Supplemental Materials

*If you ranked a position that includes a \* after, please complete one of the writing prompts below. Answers to the prompts should be submitted in a separate Microsoft Word document or PDF and be at least one page in length.*

1. Write a story about something significant that has happened to you in the past year.
2. Write a review of your first day at Drexel.
3. Write a synopsis of the last sports game you attended.
4. Write a review of a recent piece of entertainment (album, TV show, movie, concert, etc.) that you viewed. This can be either a positive or negative review.
5. Write an opinion piece on a topic you feel strongly about. This can be a general topic or something personal to you.

*If you ranked a position that includes a \*\* after, please provide a few of your own samples of your work as a portfolio. The pieces you choose should represent your abilities as an artist.*

Number of works attached:

## Submission Instructions

Send your completed application, including all supplemental materials, to [apply@thetriangle.org](mailto:apply@thetriangle.org). If you filled out this application by hand, scan or photograph it to submit.