



## Wildwood Wildcat Booster Club

### Scholarship Committee Chairperson

<b>Committee:</b>	Scholarship Committee	<b>Job Title:</b>	Scholarship Committee Chairperson
<b>Raptor Security Approval Required:</b>	Yes, <a href="https://apps.raptortech.com/Apply/MTM2Mjplbi1VUw==">https://apps.raptortech.com/Apply/MTM2Mjplbi1VUw==</a>	<b>School Year</b>	2022/2023
<b>Committee Chairperson</b>	Ed Shirley	<b>Chairperson Contact Information</b>	edwardshirley67@gmail.com
<b>Training Required:</b>	No	<b>Estimated Time Commitment</b>	August – February 3 hours per month March – May 5 hours per month
<b>Contact Information</b>			
<b>EMAIL:</b> <a href="mailto:WWBC.BOOSTER@WILDWOODWILDCATSBOOSTERCLUB.COM">WWBC.BOOSTER@WILDWOODWILDCATSBOOSTERCLUB.COM</a>		<b>WEBSITE:</b> <a href="http://wildwoodwildcatsboosterclub.com">HTTP://WILDWOODWILDCATSBOOSTERCLUB.COM</a>	
<b>Job Description</b>			
<p><b>ROLE</b></p> <p>Communication liaison for WWBC with Wildwood Middle High School ( WMHS) guidance counselors. Develop and implement policy and procedures for scholarship administration, applications and student mentoring processes. Member of WWBC Leadership committee which establishes short- and long-term goals for the WWBC volunteer committees.</p> <p><b>RESPONSIBILITIES</b></p> <ul style="list-style-type: none"> <li>• Coordinate 6-8 WWBC volunteers</li> <li>• Work with WMHS Guidance Department <ul style="list-style-type: none"> <li>○ Develop future strategies to improve scholarship and grant opportunities</li> <li>○ Explore the opportunity to start a scholarship mentoring program for interested students who require assistance with FASFA, PELL and other applications</li> </ul> </li> <li>• Maintain communication with previous year scholarship and grant recipients that are eligible for year two funds.</li> <li>• Maintain official WWBC Scholarship documentation</li> <li>• Publish and maintain Grant and Scholarship applications on WWBC website with the assistance of the WWBC secretary.</li> <li>• Publish and maintain job descriptions for all scholarship volunteer positions with the assistance of the WWBC secretary.</li> </ul>			

- Publish dates for applications submission through the WMHS Guidance Department
- Facilitate the scholarship committee application processing and selection process.
- Represent WWBC at WMHS Honors Assembly by presenting the WWBC Grants and Scholarships

Author (s):	Ed Shirley, Scholarship Chairperson	Date:	June 1, 2022
Approved By:	Woody High, WWBC Director	Date:	
Last Updated By:	Cindy Titsworth, WWBC Secretary	Version	1.0.0 June 1, 2022