



UNDERGRADUATE
BUSINESS SOCIETY

Undergraduate Business Society 2020-2021 Committee Member Application

• www.uclaubsbruins.com •

Name: _____

Major(s)/Minor(s)/Specializations: _____

Cumulative GPA: _____ Year in school during 2020-2021: _____

Committee Preference(s): See attached sheet for positions available and their descriptions.

Preferred Committee: _____

Alternative Committee: _____

Please list previous UBS Committee Member/Board experience (include dates):

How did you hear about UBS?

Please list all the leadership positions you held in college and include a short description of each:

Dates	Position	Description

Please list any involvements and obligations you have during 2020-2021, along with the time commitment for each:

Position	Description	Weekly Time Commitment

How many units do you intend to enroll in for Fall Quarter of 2020 and Winter Quarter of 2021?

Candidates must be available for interviews during Week 4, October 26th – 30th. Interviews will be scheduled in 20-minute intervals over Zoom. You will be contacted via email to select an interview time.

Please answer the questions below and email your entire application packet including your answers and resume to ubsbruins@gmail.com by 11:59PM on Friday, October 23th. The subject of your email as well as the name of your documents should be “[Committee name] application - [First Name, Last Name]”. Both this form and your responses should be typed.

1. What is your motivation for applying to *each* committee and position? For *each* of the positions you are applying to, explain what you intend to accomplish if selected for the position. What makes you qualified to hold this position?
2. Please tell us about a leadership position you have held in the past two years. Be specific about the skills and experiences you developed and how those experiences have prepared you for the positions you applied to.
If you were on UBS and want to use this as your leadership position, please describe how you think you can enhance that committee and what events you can add or change.
3. What do you like about UBS and what do you think UBS can improve on? How can you play a role in that change? Be as specific as possible.
4. What are your professional goals?

GENERAL CONTRACT FOR ALL COMMITTEE MEMBERS

If selected, I will:

- Respond to inquiries by specified deadlines
- Attend all mandatory board meetings each quarter
- Maintain professionalism when communicating with firms and students on behalf of UBS
- Utilize my networks and connections to publicize all major UBS events (Investment Banking Night, Consulting Night, the Job Fair, Media/Entertainment Night, and other events deemed as “major” by the Executive Board)
- Conduct myself in a professional manner that upholds the organization’s values and reputation

Failure to comply with these guidelines, as deemed by the Executive Board, may result in disciplinary actions up to and including expulsion.

By signing on the line below, you acknowledge that you understand the laws and regulations applicable to your job responsibilities and will remain in compliance with the Organization’s ethical and professional standards.

X _____

Committee Member Positions Available for the Following Committees

Career Development:

Career Development coordinates the Annual UBS Internship & Job Fair held in late January, which draws over 50 firms and 500 students every year. The committee handles all aspects of the event including corporate correspondence, event logistics, and publicity. Aside from the Internship & Job Fair, the committee also hosts a UBS Business Showcase during fall quarter that is designed to introduce new business students to the resources, opportunities and organizations that are available to them at UCLA. Finally, the committee continually strengthens relationships with our corporate sponsors.

Financial Services:

Financial Services coordinates the annual Financial Services Night as well as other corporate and educational events relating to finance and investing. The committee also hosts an 8-week long Financial Services Workshop that teaches students the basic skills necessary to secure a job in financial services such as Microsoft Excel and financial modeling. The committee is also responsible for establishing and maintaining corporate relations and sponsorship on behalf of UBS.

Leadership Development:

Leadership Development coordinates the cUBS Mentorship Program to develop younger UBS members into successful UCLA business students. The committee plans a series of leadership development workshops, including a resume workshop and specific industry workshops, to help participants develop their essential business skills and knowledge of different careers. Leadership Development also works closely with our Corporate Relations & Alumni Chair to lead our UBS Alumni Mentorship Program.

Public Relations:

Public Relations is responsible for maintaining UBS's brand image and relations with firms and students. They expand and strengthen UBS's professional relationships with current sponsors as well as address all new corporate inquires. The committee works to increase UBS's visibility among the undergraduate student population and grow UBS's membership list. They also develop and implement new and innovative marketing strategies, social media campaigns and curate the bi-weekly newsletter for the many events that UBS hosts.

***Investment Banking, Consulting, and Technology Committees do not take Committee Members**