

ALTONIMBUS ENTERTAINMENT

ANNUAL MEMBERSHIP APPLICATION 2010

Membership is governed by Article 8 of the Altonimbus Entertainment Bylaws, especially Section D which requires a commitment to perform volunteer work as a condition of membership. The terms "member", "staff", and "staff member" are interchangeable.

This form may be used by persons who wish to express interest in a position and who, for any reason, are uncertain of the position that would be the best fit. Consult a director to determine whether this form is required.

Member Information

First Name _____ Last Name _____

Email _____ Phone _____

Kumoricon

Staff Position Desired (if known) _____ Dept _____

At-Con Availability 1st Shift (8am - 4pm) 2nd Shift (4pm - 12am) 3rd Shift (12am - 8am)

Preferred Shift _____

Pre-Con Availability _____ hours per Week Month Other _____

Relevant Experience _____

Relevant Interests _____

Please pay the \$10 membership dues by cash (except if mailing), check, or money order made out to "Altonimbus Entertainment" only after you have been offered and accepted a staff position.

Membership is not valid until a REGISTRATION form has been completed, signed by the staff member, initialed by the director for the position, marked as dues paid, and ratified by the Secretary.

By registering, staff members agree to follow both the general Kumoricon Convention policies and the Altonimbus Entertainment Membership Policies (back).

I hereby submit application for membership in Altonimbus Entertainment, understanding that such membership is governed by Article 8 of the Altonimbus Entertainment Bylaws, especially Section D thereof.

Signed _____ Date _____

Internal use only

Staff Position Recommended _____ Dept _____ Director _____

Membership Policies

Qualifications

A member must be:

- At least 16 years of age
- Able to commit to the time and work their position requires
- Respectful of convention attendees as well as other staff members
- In good standing with Altonimbus Entertainment
- Capable of attending all required trainings and meetings pertinent to their position
- Available to their department director and their supervisor, and their subordinates, and other staff as their position requires
- Able to obey the requirements listed in this document
- Adherent to the standards and policies set forth within Altonimbus Entertainment bylaws for members

Benefits

Members are unpaid volunteers who commit their time and effort for such intangible benefits as the joy of the experience, camaraderie with fellow dedicated anime fans, and professional development. To acknowledge that commitment, members are also referred to as “staff members”.

Members may be granted certain privileges including, but not limited to, discounts on hotel reservations, Convention Membership, T-shirts, merchandise, access to staff-only areas, and attendance at staff events. Members of Altonimbus Entertainment have certain voting rights in accordance with Altonimbus Entertainment bylaws.

Membership covers your attendance at Kumoricon, and separate Convention Membership registration is not needed. If you have already registered as a Convention Member, Altonimbus Entertainment Membership is an upgrade, and the difference between your Convention Membership fee and dues will be refunded to you.

Requirements

Staff members must be approved to at least one specific position by a director. Staff members may work in more than one position and may work in more than one department, but must be approved by the respective department’s director for each position. Approval is at the discretion of the hiring director.

The enumeration of the responsibilities of a staff member’s position is at the discretion of the supervising director of the position. Staff members are expected to fulfill the responsibilities of the position they have been appointed for, as determined by their supervising director. Staff members may be expected to perform roles outside the scope of their official duties during Altonimbus Entertainment events.

Staff members are required to pay annual Altonimbus Entertainment membership fees. Altonimbus membership fees are due at the time of the staff member’s appointment.

Staff members may not claim to represent or act on behalf of Altonimbus Entertainment or its events except only in a manner expressly permitted by their supervising director and in accordance with their position.

Staff members should never spend money on any item or service for Altonimbus without prior written approval from their director. Staff members will not be reimbursed if they cannot provide written approval from their director along with itemized receipts documenting their purchases.

Some events prohibit staff members from competing. Staff members are responsible for adhering to specific event rules.

Staff members who do not fulfill the requirements of their position(s) may be subject to punitive action up to and including removal of staff membership.

Miscellanea

Staff members will be able to access the staff mailing list, private staff area of the Kumoricon website, and private staff forums for the purposes of organizing the convention and discussing issues privately among fellow staff members. Staff members are strongly encouraged to use the Kumoricon Forums to interact with fellow staff members and to respond to questions from the general public.

Staff member contact information is listed in a private directory available on the web site only to other members. Your positions, phone number, email address, forum name, IM names, city (but not address), and photo are listed. Street address is available to other staff members by request, subject to certain conditions. Birthdate, emergency contact, and other information are not listed.

Staff members may be listed by name and position in public areas, such as the convention book or public web site.

Staff members who need a public email address but do not wish to publish their personal email address may inquire about getting a public Kumoricon email alias that redirects mail to their personal email address. Staff members should be aware that Kumoricon email aliases are provided based on the position, for the duration of the member’s appointment to the position, and may be reused by the member’s successor in their position.

Staff policies are subject to change. The latest version of the staff policies will be available in the “Documents” or “Staff” section of the web site.

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