

8/9/2004

Student Bridge Project
Valparaiso University
Gellersen Hall
Valparaiso, IN 46383

To the Entire Group:

I have reviewed the job opportunities listed below and I would strongly like to commit to this project. Considering my talents and interests, I would like to commit to the following position:

I recognize that my starting salary might be well, nothing, yet I remain committed to the group's goal of moving the Student "Kissing" Bridge to campus. I am willing and able to do whatever is necessary to get my portion of the project done on time, without excuses.

I look forward to working with you all!

Respectfully submitted,

(Your new title)

Contact Info:

Name: _____

Campus Address: _____

Campus Phone: _____

Cell Phone #: _____

Preferred Email: _____

IM Screen name: _____

STUDENT “KISSING” BRIDGE RELOCATION PROJECT CAREER OPPORTUNITIES

The following job descriptions are in need of champions to take responsibility for their particular item and see it through to completion. This project is much larger than any one person, and we are all absolutely necessary for its success. We are on a very tight schedule and do not have time for commitment without action. Please know that by accepting this position, I trust you to fulfill your responsibilities, and to do so you should feel free to get the job done the best way *you* can.

Please consider your skills, talents, and interests, and consider becoming the leader on the items below. Thank you in advance for your total commitment, relentless responsibility, and efficiency!

1. Replacement Bridge Executive
2. Student Bridge Restoration Engineer
3. Site Preparation Specialist
4. Lighting Master
5. Landscaping Expert
6. Publicity/Advertising/Marketing Director
7. Website & Electronic Guru
8. Special Features Producers
9. CAD Drawings Whiz
10. Financial & Budget Overseer
11. Project Manager
12. Grunt Labor

1. Replacement Bridge Executive

This position is responsible for all aspects concerning the Replacement Bridge over Salt Creek. This entails contact and coordination with the City of Valparaiso, the pre-fabrication contractor, the administration of Valparaiso University, and students to ultimately install a replacement structure for the Student Bridge. In other words, do whatever it takes to get that bridge built!

2. Student Bridge Restoration Engineer

This position is responsible for all aspects concerning the repair and restoration of the Student Bridge. This will entail for finding qualified contractors to sandblast, repair, and paint the bridge, as well as products and specifications for each. Details include scope, quantities, and extent of repairs, costs, colors, styles, and so forth. Also included are details on how to actually move the bridge safely, including coordination with trucks, pick points, and everything that gets the bridge back to campus.

3. Site Preparation Specialist

This position is responsible for all aspects concerning the full site preparation of both sites (in coordination with the Replacement Bridge Manager). This includes coordinating with Anchorwall about delivery times, types of material, constructability, and appearance (in coordination with Valparaiso University). This job will also include earthwork coordination, as the retaining wall and earthwork will need to be performed simultaneously.

4. Lighting Master

This position is responsible for all aspects concerning the final illumination of both sites for both safety and appearance. This will entail coordination with Dean Olejniczak as an electrical engineer as well as other EE students. This position may consider using “green” techniques, such as solar and battery options, with reference to the LEED (Leadership in Energy & Environmental Design). Expect to perform research on different options in the market and prepare a presentation(s) to interested parties for their approval (Physical Plant, VAULT, ASCE, and Senior Class Gift).

5. Landscaping Expert

This position is responsible for all aspects relating to the final vegetative appearance of both sites. This will entail exact types of plants suited for the specific environment, quantities of each, planting and initial maintenance, and reasons for why each plant was chosen. Also included in this position is the proposed “rock channel” and what that may entail. Expect to make a presentation(s) to interested parties for their approval.

6. Publicity/Advertising/Marketing Director

Despite the imposing title, this position is responsible for promoting and bragging about the work we as students have accomplished. Some work has started in this category, but much more can be done. Expect to communicate with local newspapers, University publications, alumni relations, the University Guild, the VU administration, and current students. This position is also responsible for planning the Homecoming dedication ceremony and all that may entail (publication in official Homecoming schedules, programs, shiny brochures for people to take, ect.) Expect support from the Alumni Association, the Office of Alumni Relations, and VAULT for this position.

7. Website & Electronic Guru

This position is responsible for all aspects relating to electronic information. This will entail keeping the website up to date with current pictures, documents, and schedules. This position also will be responsible for coordination of links to the project with the websites of the College of Engineering, Valparaiso University, ASCE, and VAULT. This position will also assist in maintaining the project schedule database, as well as other job-tracking documents.

8. Special Features Producers

This position will require both creative talents and as well as a keen history of the project. This position will entail detailing exactly what the historical sign will say, coordinating this

with Valparaiso University, and final delivery of the sign. This position also will require (perhaps from multiple people within this same category) ideas on other items to add to the project, such as benches, a railroad whistle on the bridge, and certainly many more options here. Expect to coordinate these items with the construction team.

9. CAD Drawings Whiz

This position is responsible for all items relating to CAD drawings. This will include updating previous drawings as well as creating new drawings for construction. Expect to produce professional quality drawings and send those to the Website Guru for posting on the website.

10. Financial & Budget Overseer

This position is responsible for all aspects relating to financial considerations of the Relocation project. This will entail continued fundraising efforts through appropriate channels, maintain communication with those alumni who support this project, track expenses, and provide budget updates as necessary. This person should expect to coordinate their efforts with the Publicity/Marketing/Advertising Director.

11. Project Manager

This position is responsible for coordination of all the above positions as well as with Valparaiso University, the City of Valparaiso, and all other interested parties. This person should expect long hours doing design and planning work for all aspects of the project. Also expect relentless promotion and marketing with everyone you meet, from students to university officials to coworkers. Expect to talk with contractors, engineers, government officials, and the occasional idiot. This position is also responsible for maintaining the overall project schedule, budget, and scope of the work. Finally, expect to learn in a way that no textbook can teach; an experience that none else can claim. The most difficult thing might be just to figure out individual personalities and motivate everyone.

12. Grunt Labor

These positions are for those who do not want to participate in active leadership, but rather just “show up and tell me what to do.” Please take this role seriously, however, as your continued participation is critical for this project. Expect to be on site often, for long hours, and with short notice. So check your email often and sit by the phone to be ready for a call!