

College Ambassador

As a college Ambassador, your primary responsibility is to provide informative and engaging college tours to prospective students, their families and other visitors. You will serve as the face and voice of the college, showcasing its facilities, resources, academic programs, and campus life. Your enthusiasm, sincerity, knowledge, and ability to connect with individuals and making visitors feel welcome will play a crucial role in shaping their perception of the college and influencing their decision-making process.

Job Duties:

Conducting daily tours, participating in all recruitment events, assisting with outreach and retention events, and general office duties.

We have 2 tier level Ambassadors.

Associate Ambassadors: scheduled for one tour a week, not given weekly shift hours, volunteer for any extra “Ambassador” duties as they can accommodate. Example of extra duties, Big Friday student panel on 3 Fridays in the Fall semester, 45 minutes of Q&A. Open House on 3 Fall Saturdays, tabling and answering prospective student questions. Admitted Student Day on 3 Saturdays in Spring semester. A tabling event to answer questions to admitted students.

Lead Ambassadors: Shifts are given to Lead Ambassadors which are 3-5 hour shifts per week that include the once a week tour. Lead Ambassadors will serve as main tour guide as well as train and guide Associate Ambassadors.

Eligibility and Expectations

Applicants must have completed at least one semester and be in good standing.

Applicants must be available for at least one daily (M-F) tour (12:30 – 1:30 PM) time slot each week.

Factors in Consideration

When reviewing applicants, we first consider the make-up of our current team of Ambassadors and then seek to add new Ambassadors who complement the availability of our team as well as the majors and experiences that we have represented. Our goal is to have a well-rounded and diverse group of Ambassadors who can speak of the student experience and the diversity that exists within The College of Engineering and Computing.

Students of all Engineering and Computing majors and backgrounds are encouraged to apply

Application:

Position of Interest: Associate or Lead Ambassador?

Name:

Student ID (starts with letter and has eight numbers):

Birth Date:

Email:

Home City, State, Country:

Major:

Minor/Concentration:

GPA:

Graduation Year:

Cell Phone number:

Please list any activities/organizations in which you have been involved. Include information about your role(s) in the activity and what you gained through your participation.

Describe your short- and long-term goals, both professionally and personally. Why did you choose your career goal?

What are your hobbies/leisure activities? Why are they important to you?

Why are you interested in becoming a college ambassador for the CEC?

What experiences or qualities make you a good fit for the role of a college ambassador?

How do you plan to convey your enthusiasm for the college and its offerings during tours?

A tour is the very first impression a prospective student and their families receive of the College of Engineering and Computing, how do you plan on making a great impression and making your tours stand out?

How comfortable are you with public speaking? Do you have prior experience?

How did you hear about this position? Or Referred by:

(i.e., fellow student, advisor, faculty)

Please include a copy of your class schedule.