

**STUDENT AMBASSADOR PROGRAM
2016-2017 NEW MEMBER APPLICATION
OFFICES OF STUDENT ACTIVITIES & RETENTION/RECRUITMENT SERVICES**

Position Description

Student Ambassadors, an organization supervised by the Offices of Student Activities and Recruitment/Retention, is a group of enthusiastic, responsible students who proudly represent Athens Technical College to the public. Students in the organization represent ATC in a variety of settings, including:

- Campus tours for prospective students and guests
- Special recruiting events (i.e. Open Houses, Orientation, etc.)
- High school college day programs and receptions
- Assistance with various Alumni programs and other events sponsored by the foundation

Qualifications

- Each candidate must be a full-time/part-time Athens Tech student who has completed a minimum of 12 credit hours at Athens Technical College.
- Each candidate must have at least a 3.0 cumulative grade point average at the time of application and maintain at least a 3.0 average throughout their membership.
- No student may hold the position while on academic or disciplinary probation, as defined by the college.
- Student Ambassadors must have excellent communication skills, well-rounded personality, strong presentation abilities, the ability to think on their feet, and a solid working knowledge of Athens Technical College.

Obligations

- You must be available to give at least 2 tours or serve 5 hours per month if needed. Please make sure your schedule is flexible enough to allow you to be an active member. Remember: Ambassadors hold this position for both fall and spring semesters.
- Student Ambassadors will be required to attend monthly meetings that will be determined by team availability for the 2016-2017 year.
- Ambassadors should plan to be available for the following activities fall welcome week (first week of class), Owl's Nest, student leadership seminar, tours, spring fling, OWL Awards, graduation, Lu-OWL, and other events as designated by the administration. **A calendar of events will be provided during training**
- Student Ambassadors will be required to attend training seminars before the beginning of the fall semester, 2016. You will be required to attend the ENTIRE training and the dates will be made available in plenty of time for student ambassadors to finalize their schedule



Rewards

- You will gain experience in recruitment, public speaking, college counseling, and marketing. These skills can be translated into valuable leadership and work experience.
- All selected Ambassadors will receive a polo shirt and nametag to wear at all assignments.
- Members who remain in good standing will receive an official Student Ambassador t-shirt and other merchandise throughout the year.
- Ambassadors are an elite group on our campus who receive invitations to unique events with the Administration of our College.
- You can use any hours spent working with Student Ambassadors as service hours through the Office of Student Activities.
- Networking breakfast with alumni and other professionals from the community

Application Process

- Complete the full application and submit it to the Office of Student Activities (H-759). All applications are due by **Friday, February 26th, 2016 at 4:00pm.**
- When submitting your application, do not turn in these two cover pages. Only pages 3, 4, and 5 along with the necessary attachments, are needed.
- Do not place your application in a folder or binder. Only the required pages should be submitted, and they should be stapled or paper-clipped together.
- Selected students will be contacted and an interview will be scheduled. This interview will generally be a group panel interview with members of the Offices of Student Activities and Admissions.
- Selected students will then be called back to give a 10 minute mock tour to determine the applicant's ability to communicate with prospective students.



COMPLETE AND SUBMIT TO STUDENT ACTIVITIES (H-759) BY 4PM ON FEBRUARY 26th, 2016.

Please print neatly or type all parts of the application.

Full Name: _____

Preferred First Name: _____ Student ID #: _____

Email Address: _____ Cell Phone # _____

Birth Date: _____ Expected Semester and Year of Graduation: _____

Classification for 2016-2017 (i.e. 1st year, 2nd year) _____ Current GPA: _____

Other Colleges Attended: _____

Major(s): _____

Please read the statement below, sign, and date.

If chosen as a Student Ambassador, I will, to the best of my ability, represent Athens Technical College with respect and dignity. I will uphold the reputation of the Student Ambassadors and my college, and strive to be a role model for all prospective students.

I will attend all Student Ambassador Meetings, unless scheduled class meetings directly conflict. I will work above the minimum expectations set for me in this position by eagerly signing up for assignments whenever possible. I will attend all trainings, along with all other mandatory events.

I agree to have the Office of Admissions and Registration/Records verify my grade point average, academic standing, and judicial record. I certify that all of the information given is accurate, to the best of my knowledge. I fully understand the expectations and position description of a Student Ambassador.

Signature

Date



Please answer the following questions on a separate sheet of paper. Type all responses. Responses for questions one through four should be between 100 and 300 words, in paragraph form. You may use a bulleted list for item five if you wish.

1. Why do you want to be a Student Ambassador?
2. What skills do you believe a Student Ambassador should have? Give examples of how you possess those skills.
3. When you become a Student Ambassador, you are the face of Athens Technical College. What does being the “face of Athens Tech” mean to you?
4. How do you plan to keep a high level of morale and motivation for the organization, your fellow Ambassadors, and the college for the entire year – even when you are stressed with school and other involvements? You can also include what keeps you motivated and energized in your current activities.
5. Please list any organizations in which you have been involved in college. Include current involvement. Also list any significant work or volunteer experience.



Please list one on-campus faculty/staff reference whom we can contact, if needed.
A recommendation letter is not required at this time.

Name: _____ Position/Title: _____

Phone #: _____ Email Address: _____

Relationship to You: _____

Include a copy of your fall schedule with this application, if possible.

How did you learn about Student Ambassadors? (Please include all ways you heard about the organization.)

T-Shirt Size _____ (unisex cuts)
Polo Size _____ (women will have a women's cut polo)