

# 2018-19 CFCC Student Ambassador Application Packet

***Completed applications and three recommendation forms due Friday March 30 2018. All materials must be submitted online.***

## **Ambassador Job Duties:**

- Serve as a resource for current and prospective students
- Host on-campus visits and give campus tours
- Assist with CFCC Foundation events and functions
- Serve as orientation leaders at orientation sessions for new students and parents
- Facilitate and assist with registration and graduation
- Communicate with College donors via phone and through one-on-one contact
- Attend student ambassador training sessions and meetings
- Work with various campus departments as needed

## **Applicants must:**

- Be enthusiastic, motivated, creative, friendly, and possess leadership qualities
- Possess good written, interpersonal, and group presentation skills and
- Enjoy representing the college and be able to effectively present the positive attributes of CFCC
- Be sensitive to the needs of current and potential students
- Be able to work well with others in a team environment
- Have enough scheduling flexibility and access to transportation **to attend and/or host three to five day or evening events on behalf of the Foundation office per academic semester**
- Understand that Ambassador service requirements / activities must be considered first priority in light of other work commitments
- Be a current **full-time CFCC student who will have successfully completed at 24 Credit Hours at CFCC prior to ambassadorship term which begins in August.** (Preference is given to applicants who have most recently been full-time students or who have been full-time the majority of their semesters at CFCC.)
- Plan to be enrolled as a **full-time student (12 hours minimum)** in good academic standing at CFCC for the upcoming fall ***and*** spring semesters
- **Meet and maintain a minimum cumulative grade point average of 3.0.** If you do not currently meet the minimum GPA requirement but feel you would be able to perform the job at a high level, you may submit your application with a letter explaining how your academic situation has improved and how you can perform the duties of the position while maintaining a GPA above 3.0. Preference will be given to applicants who meet the minimum 3.0 GPA requirement.
- Complete application and submit with at least three recommendations or letters of support from faculty or staff members (minimum 2 from CFCC, 1 from external sources).

## **Benefits for selected ambassadors include:**

- Financial assistance for tuition
- Leadership training and opportunities
- High visibility on campus and in the community
- Enhanced employability
- Opportunity to work with college administration
- Personal development